TOWN OF WESTFORD

1992

ANNUAL TOWN REPORT

TOWN CALENDAR

Meeting notices are posted on the bulletin boards located just inside the front door on the first floor of Town Hall.

APPEALS, BOARD OF	As posted
ASSESSORS, BOARD OF	As posted
CEMETERY COMMISSION	1st Monday of month 6:00 PM
CONSERVATION COMMISSION	2nd & 4th Wed.of month 7:30 PM Library, Main Meeting Room
COUNCIL ON AGING	As posted
FAIR HOUSING COMMITTEE	As posted
FINANCE COMMITTEE	As posted
HEALTH, BOARD OF	2nd & 4th Tues. of month 7:00 PM
HOUSING AUTHORITY	2nd Thursday of month 7:00 PM Location as posted
NASHOBA VALLEY TECHNICAL HIGH SCHOOL COMMITTEE	2nd & 4th Tues. of month 7:30 PM School, Littleton Road
PLANNING BOARD	1st & 3rd Tues. of month 7:30 PM
RECREATION COMMISSION	1st & 3rd Mon. of month 7:00 PM
ROUDENBUSH COMMUNITY CENTER COMMITTEE	As posted, Community Center
SCHOOL COMMITTEE	Every other Monday 7:30 PM, Westford Academy
SELECTMEN, BOARD OF	Every other Tuesday 7:30 PM, Library, Main Meeting Room
TRUSTEES, J.V. FLETCHER	1st Tuesday of month 7:30 PM J. V. Fletcher Library
WATER COMMISSIONERS	2nd & 4th Tues. of month 7:30 PM Water Dept., Forge Village Rd.
OTHER BOARD, COMMITTEES	As posted

TOWN OF WESTFORD

ANNUAL REPORTS

For the Year Ending December 31, 1992

ANNUAL TOWN ELECTION

TUESDAY, MAY 4, 1993

ANNUAL TOWN MEETING

SATURDAY, MAY 8, 1993

FRONT COVER BY: *KEVIN COLLINS*

IN MEMORIAM

LEO CONNELL

NOVEMBER 6, 1898 - OCTOBER 27, 1992
FONDLY REMEMBERED AND GREATLY MISSED BY ALL

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OFFICERS OF THE TOWN OF WESTFORD

BOARD OF ASSESSORS

Rod Young	Term expires May, 1994
Michael Rogers	Term expires May, 1995
Kevin Burke	Term expires May, 1993

BOARD OF HEALTH

Edward McCusker	Term expires May, 1994
Michael P. Ingalls	Term expires May, 1995
Charles Colburn, M.D.	Term expires May, 1993
Jeffrey Johnston	Term expires May, 1993
Louis E. Ashley	Term expires May, 1995

HOUSING AUTHORITY

William McKenna	Term expires May, 1993
Robert Ferreira	Term expires May, 1997
Alfred W. Wilson	Term expires May, 1995
Carol S. Engel	Term expires May, 1996

J. V. FLETHCER LIBRARY, TRUSTEES

Glen Secor	Term expires May, 1993
Judy Nelson	Term expires May, 1994
Sandra L. Kelly	Term expires May, 1994
Mohammed Malik	Term expires May, 1995
James Gozzo	Term expires May, 1995
Richard Kenyon	Term expires May, 1993

MODERATOR

William Kavanagh, Jr.	Term expires May, 1993

PLANNING BOARD

Denali Delmar	Term expires May, 1997
Peter Fletcher	Term expires May, 1993
William Harman	Term expires May, 1995
Robert Jefferies	Term expires May, 1993
Bruce Bunker	Term expires May, 1994

SCHOOL COMMITTEE

Robert E. McCusker	Term expires May, 1995
George Murray	Term expires May, 1994
Laura Carrick	Term expires May, 1995
Harry Manuel, Jr.	Term expires May, 1993
Gilbert Brown	Term expires May, 1993
Linnea Flint	Term expires May, 1993
Steven Brierley	Term expires May, 1994

BOARD OF SELECTMEN

Jerry G. Berkowitz	Term expires May, 1993
Hal R. Schreiber	Term expires May, 1993
Robert C. Herrmann	Term expires May, 1994
Madonna McKenzie	Term expires May, 1995
John Wrobel, Jr.	Term expires May, 1995

BOARDS AND COMMITTEES

TOWN MANAGER

Robert J. Halpin

AFFIRMATIVE ACTION OFFICER

Elaine McKenna

AGENT FOR BURIAL OF DECEASED SOLDIERS

James L. Healy, Sr.	Term expires June, 1993

BURIAL AGENT

Elaine McKenna	Term expires June, 1993

BOARD OF APPEALS

John Cadigan, Chairperson	Term expires June, 1997
Roger Hall	Term expires June, 1993
Ronald H. Johnson	Term expires June, 1994
Robert Tierney	Term expires June, 1995
David Earl	Term expires June, 1993
Ellen D. Doucette	Term expires June, 1996
Jay Enis, Alternate	Term expires June, 1996

BOARD OF HEALTH

Kevin Johnston, Sanitarian
Sandra Collins, Town Nurse

BUILDING DEPARTMENT

Leo T. Daly, Building Commissioner	Term expires June, 1993
Donald E. Kinney, Ass't. Bldg. Comm.	Term expires June, 1993
Robert Matley, Plumbing Inspector	Term expires June, 1993
Chester Cook, Gas Inspector	Term expires June, 1993
Arthur Smith, Ass't. Gas & Plumbing	Term expires June, 1993
Dennis Kane, Wire Inspector	Term expires June, 1993
Dennis Kane, Jr., Ass't. Wire Insp.	Term expires June, 1993
Robert Matley, Pump & Well Inspector	Term expires June, 1993

AFFORDABLE HOUSING COMMITTEE

Nancy Legacy	Term expires June, 1993
Peter Fletcher	Term expires June, 1993
Gail Sawosik	Term expires June, 1993
Phyllis Stewart, Chairperson	Term expires June, 1993
Robert LeGacy	Term expires June, 1993
Tom Paul	Term expires June, 1993
Jody Grimolizzi, non-voting	Term expires June, 1993

CABLE TV COMMITTEE

Kenneth Dwyer, Chairperson	Term expires June, 1993
Hajo Koester	Term expires June, 1993
Walter Sobie	Term expires June, 1995
Don Bradanese	Term expires June, 1994
Christine Peik	Term expires June, 1993
William Ewers	Term expires June, 1994
Terry Stader	Term expires June, 1994
Brain McCaig	Term expires June, 1995

CARETAKER WHITNEY PLAYGROUND, TOWN COMMON, MONUMENTS

Richard Barrett	Term expires June, 1993

CEMETERY COMMISSIONERS

Brian Vaughn	Term expires June, 1994
Karen Campbell	Term expires June, 1995
Barbara Greenslade	Term expires May, 1993

COMMUNITY TEAMWORK, INC. (Bd. of Directors)

Madonna McKenzie	Term expires June, 1993

CONSERVATION COMMISSION

Patricia Loring	Term expires June, 1995
William McClellan	Term expires June, 1994
Tom Paul	Term expires June, 1995
Chester Cook	Term expires June, 1993
Mary Morton, Chairperson	Term expires June, 1993
Anita Pollak	Term expires June, 1995
William Beck, Sr.	Term expires June, 1994

COUNCIL ON AGING

Helena Crocker	Term expires June, 1994
Veronica Sullivan	
Cecilia Healy	Term expires June, 1995
Earl Woodbury	Term expires June, 1993
Mary Smith, Chairperson	Term expires June, 1995
Gerald Haley	Term expires June, 1993
Robert Tierney	Term expires June, 1993
Noel Rainville, Sr.	Term expires June, 1994

DEVELOPMENT & INDUSTRIAL COMMISSION

Jim Geraghty	Term expires June, 1995
Mark Scolnick	Term expires June, 1993
J. Frank Strauss	Term expires June, 1994
Paul Davies	Term expires June, 1996

DOG OFFICER/BY-LAW ENFORCEMENT OFFICER

George Fletcher

DREW DEVELOPMENT TEAM

Bert Russo, Chairperson	Term expires June, 1993
David Earl	Term expires June, 1993
Bill Harman	Term expires June, 1993
Jack Wrobel	Term expires June, 1993
Ronald Sandholm	Term expires June, 1993

ELDER SERVICES DIRECTOR

Joanne Sheehan

EMERGENCY MANAGEMENT DIRECTOR

Francis Mulligan	Term expires June, 1993

FAIR HOUSING COMMITTEE

Geoffrey Hall	Term expires June, 1994
Peter Fletcher	Term expires June, 1994
Tom Mosscrop	Term expires June, 1994
Christine Pude	Term expires June, 1994
Marilyn Frank	Term expires June, 1994
Beverly Woods	Term expires June, 1994
Rev. Richard Pittenger	Term expires June, 1994
Catherine Allen	Term expires June, 1994

FENCE VIEWER

Charles VanLandeghem	Term expires June, 1993

FIELD DRIVER

Arnold Wilder	Term expires June, 1993

FINANCE COMMITTEE

Gaylord MacCartney	Term expires Sept., 1994
Paul Grant	Term expires Sept., 1992
John Mates, Alt.	Term expires Sept., 1995
Wally Bakke, Chairperson	Term expires Sept., 1993
Mary Caless	Term expires Sept., 1994
Bette Hook	Term expires Sept., 1993
Evan Schapiro	Term expires Sept., 1994

FINANCE DIRECTOR

Frank Messer

FIRE CHIEF

George Rogers

GREYSTONE POND PLANNING ADVISORY COMMITTEE

Jerry Berkowitz	Term expires June, 1993
Peter Fletcher	Term expires June, 1993
Patricia Loring	Term expires June, 1993
Jeff Johnston	Term expires June, 1993
Leslie Thomas, Co-Chairperson	Term expires June, 1993
Bert Russo	Term expires June, 1993
Karl Fagans	Term expires June, 1993
Paul Murray	Term expires June, 1993
Walter Lisien	Term expires June, 1993
Richard Pollak, Co-Chairperson	Term expires June, 1993
Janice Maienzia	Term expires June, 1993
Anita Pollak, Alternate	Term expires June, 1993
Robert Herrmann, Alternate	Term expires June, 1993

HIGHWAY SUPERINTENDENT

Richard Barrett

HISTORICAL COMMISSION

Lloyd G. Blanchard	Term expires June, 1995
Sally Benedict	Term expires June, 1995
Bernice Picking	Term expires June, 1993
Alex Belida	Term expires June, 1993
Bette Hook, non-voting	Term expires June, 1993
Robert S. Jefferies, Chairperson	Term expires June, 1995
Roland Pendlebury	Term expires June, 1993

J. V. FLETCHER LIBRARY

Ellen Rainville, Director

LOCAL ARTS COUNCIL

Andrew Kusmin	Term expires June, 1994
Jan Rice	Term expires June, 1995
Eileen Seamonds	Term expires June, 1993
Geraldine Beck, Chairperson	Term expires June, 1995
Susan DeAmicis	Term expires June, 1993

LOWELL REGIONAL TRANSIT AUTHORITY

Sandra Savage	Term expires June, 1993

MEASURER OF WOOD & BARK

Ken Greeno	Term expires June, 1993

MIDDLESEX COUNTY ADVISORY COMMITTEE

Hal Schreiber, Selectmen's Rep.	Term expires June, 1993

MOSQUITO CONTROL ADVISORY COMMITTEE

Alan Emmet	Term expires June, 1993
Gloria Black	Term expires June, 1993
Chris Kandianis	Term expires June, 1993
Louis Ashley	Term expires June, 1993
Junellen Buckman	Term expires June, 1993

NASHOBA VALLEY TECHNICAL HIGH SCHOOL

Bernholdt Nystrom, Superintendent

NASHOBA VALLEY TECHNICAL HIGH SCHOOL DISTRICT COMMITTEE

Charlotte Scott	Term expires June, 1995
Robert E. Union	Term expires June, 1993
Joan O'Brien	Term expires June, 1994

NORTHEAST SOLID WASTE COMMITTEE

Richard Barrett	Term expires June, 1993

REPRESENTATIVE TO NMCOG

Robert Herrmann, Selectmen's Rep.	Term expires June, 1993
Steven Boudreau, Alternate	Term expires June, 1993
Peter Fletcher, Planning Bd. Rep.	Term expires June, 1993

PARKERVILLE SCHOOL COMMITTEE

Warren Carson	Term expires June, 1993
Roger Plaisted	Term expires June, 1993
Mary Jane Plaisted, Chairperson	Term expires June, 1993
June Kennedy	Term expires June, 1993
Joseph Spadano	Term expires June, 1993
Jennie Johnson	Term expires June, 1993
Amy Spadano	Term expires June, 1993
Carol Rice	Term expires June, 1993

PARKING CLERK

Elaine McKenna	Term expires June, 1993

PLANNING BOARD

William Turner, Coordinator

RECREATION COMMISSION

Robert Robitaille	Term expires June, 1995
Art Karpinsky	Term expires June, 1993
Paula Campbell	Term expires June, 1994
Jack Burnham	Term expires June, 1994
Manuel Dias	Term expires June, 1995
Philip D'Amour	Term expires June, 1994

RECYCLING COMMISSION

Ellen Harde	Term expires June, 1995
Gerry DiBello, Chairperson	Term expires June, 1995
Barbara Melvin	Term expires June, 1995
Elizabeth Michaud	Term expires June, 1995
Ann Eno	Term expires June, 1995
Phyllis Grace	Term expires June, 1995
Barbara Carey	Term expires June, 1995
Victoria Phillips	Term expires June, 1995

REGISTRARS OF VOTERS, DEMOCRAT

Carmine Tocci	Term expires June, 1995

REGISTRARS OF VOTERS, REPUBLICAN

Wilbert Vaughn	Term expires June, 1994
Beverly Dearth	Term expires June, 1993

REGISTRARS CLERK, EX OFFICIO

Elaine McKenna	Term expires June, 1993

ROUDENBUSH COMMUNITY CENTER COMMITTEE

Janice Ruell, Director	
Cho Chau Li	Term expires June, 1993
John Viera	Term expires June, 1993
Peggy Baranowski	Term expires June, 1994
Timothy Butler	Term expires June, 1994
John Mangan	Term expires June, 1995
Donald Whitehouse	Term expires June, 1994
Stella Snyder	Term expires June, 1993
Gerri Beck	Term expires June, 1993
Barbara Meader	Term expires June, 1995

SCHOOL DEPARTMENT

John Crisafulli, Superintendent

PERMANENT SCHOOL BUILDING COMMITTEE

George Murray	Term expires June, 1993
Harry Manuel	Term expires June, 1993
Robert Herrmann	Term expires June, 1993
Robert Jefferies	Term expires June, 1993
Paul Davies	Term expires June, 1993
Paul Alphen	Term expires June, 1993
Ron Golay	Term expires June, 1993
Roddy Palmer	Term expires June, 1993
Robert Smith	Term expires June, 1993
Paul Morse	Term expires June, 1993
Karl Fagans, Chairperson	Term expires June, 1993
Robert McCusker	Term expires June, 1993

SCHOOL REGIONALIZATION STUDY COMMITTEE

David Myer	Term expires Sept., 1993
Steve Brierley	Term expires Sept., 1993
Lee England	Term expires Sept., 1993

SEALER OF WEIGHTS AND MEASURES

George Fletcher	Term expires June, 1993

STONY BROOK LAND PLANNING COMMITTEE

Harold Fletcher	Term expires June, 1993
Pat Loring	Term expires June, 1993
Russ Carlson	Term expires June, 1993
Jim Geraghty	Term expires June, 1993
Mary Morton	Term expires June, 1993
Denali Delmar	Term expires June, 1993
George Fletcher	Term expires June, 1993

TAX CLASSIFICATION COMMITTEE

Janis Ackerman	Term expires June, 1993
C. L. Gildroy	Term expires June, 1993
Michael Katz	Term expires June, 1993
Joseph Richmond	Term expires June, 1993
John Hazelton	Term expires June, 1993
Nancy Arbeene	Term expires June, 1993
Linda Begen	Term expires June, 1993
Fred Healy	Term expires June, 1993
Robert Fagan	Term expires June, 1993
Tony Nardone	Term expires June, 1993
Karl Fagans	Term expires June, 1993
Eric Kintner, Chairperson	Term expires June, 1993
Don Bradanese	Term expires June, 1993
Terri Rasmussen	Term expires June, 1993

TAX POSSESSION SALE COMMITTEE

Norman Nesmith	Term expires Sept., 1993
Justin McCarthy	Term expires Sept., 1994
Bill MacMillan	Term expires Sept., 1992

TOWN CLERK

Elaine McKenna	Term expires May, 1993

TOWN COUNSEL

John L. Connell, Jr.	Term expires June, 1993

TOWN FOREST COMMITTEE

Ken Greeno	Term expires June, 1993
Richard Barrett	Term expires June, 1993
Carlton Rooks	Term expires June, 1993

TRANSFER STATION/RECYCLING CENTER STUDY COMMITTEE

Richard Crocker	Term expires June, 1993
Edward McCusker	Term expires June, 1993
Peter Meadows	Term expires June, 1993
Michael Abend	Term expires June, 1993
Paul Murray	Term expires June, 1993
William Beck	Term expires June, 1993
Barbara Carey	Term expires June, 1993
Gerri DiBello, Alt.	Term expires June, 1993

TREASURER/COLLECTOR

Paula Brule	Term expires June, 1993

TREE WARDEN

Kenneth Greeno	Term expires June, 1993

VETERAN'S AGENT

Kevin Cote	Term expires June, 1993

VETERAN'S SERVICES DIRECTOR

Jerry Berkowitz	Term expires June, 1993

VETERAN'S GRAVES OFFICER

James L. Healy, Sr.	Term expires June, 1993

VISION COMMITTEE

Harry Horn	Term expires Sept., 1992
Bill Burke	Term expires Sept., 1992
Roger Parent	Term expires Sept., 1992
Paul Davies	Term expires Sept., 1992
Geraldine Beck	Term expires Sept., 1992
Claire Stanford LeBlanc	Term expires Sept., 1992
Daniel Doherty	Term expires Sept., 1992
Pauline Fromberg	Term expires Sept., 1992

WATER COMMISSIONERS

Walter Marcella	Term expires May, 1993
Harold Fletcher	Term expires June, 1994
Jeffrey S. Rider	Term expires June, 1995

WATER DEPARTMENT

Warren Sweetser, Superintendent

POLICE DEPARTMENT ROSTER

CHIEF OF POLICE
Joseph R. Connell

LIEUTENANTS
Robert M. Welch, Jr.
Edward A. Cossette

SERGEANTS

Terence J. Kane
Thomas M. McEnaney
Timothy L. Pomerleau
Edward P. Rochon, Jr.
Joseph J. Roy
John Tzkiopoulos

PATROL OFFICERS

John D. Caron
Hervey P. Cote
William F. Duggan
George E. Higgins
Michael J. Jelley
Scott J. Mack
R. Keith McClellan
Joseph T. Murray
Mary Ann O'Connell
Raymond V. Peachey
Michael J. Perciballi
Michael C. Perron
Walter R. Shea
Kevin P. Sullivan
Stephen F. Timothy
Joseph A. Walker

CRIMINAL BUREAU

David S. Connell
Thomas M. McEnaney

INTERMITTENTS

John E. Auger
Richard J. Barrett, Jr.
Joseph R. Connell, Jr.
Christopher T. Doolin
Michael L. Lord
William G. Luppold
Stephen M. Mack
Victor F. Neal
Daniel J. O'Donnell
Dawn M. O'Donnell
Joseph A. Shields
Steven C. Waldron
David M. Welch

AUXILIARY/TRAFFIC CONTROL OFFICERS

David J. Betttencourt
Barbara Buchanan
Edmond D. Bussiere
Sheila M. Curley
Joseph H. Doolin
Joseph Eracleo
Daniel P. Gill
Mary E. Hill
Titus Palmer
Peter J. Peladeau
William N. Porter
Amy Therrien
Timothy H. Whitcomb

TRAFFIC SUPERVISORS

Barbara Buchanan
Sheila M. Curley
Mary E. Hill
Donna M. McCafferty
Lorraine A. Priest
Mary R. Souza

POLICE MATRONS

Barbara Buchanan
Sheila M. Curley
Marilyn Defilippi
Mary Hill

BOARD OF SELECTMEN

The Board of Selectmen wish to submit the following report for the calendar year ending December 31, 1992.

Financial concerns continued to dominate the efforts of the Board culminating in a vote to place a total of seven override questions on the ballot at the Annual Town Election for monies to fund the School Department, Library, Roudenbush Community Center, Fire Department, Police Department, Hazardous Waste Collection and the Recreation Department in a total amount of $939,707. Thankfully six of the seven questions passed on the ballot leaving only the Recreation Department with a major funding problem.

The Annual Town Election saw an unusually crowded field of candidates for Selectmen due to two open seats. The victors were Madonna McKenzie and Jack Wrobel who were warmly welcomed to the Board. When the Board reorganized Bob Herrmann was elected Chairman, Jack Wrobel was elected Vice Chairman and Madonna McKenzie was elected Clerk.

Annual Town Meeting brought a gift to the Town from the Westford Community Playground of a new playground at the Legion Field in Graniteville. This project was brought about by an all volunteer group and will serve as a splendid testimonial to the spirit of volunteerism in Westford. Town Meeting also voted money for improving the Frost School which will now house the Roudenbush Day Care Center and money to update the Cameron School which will be used as the new Senior Center.

In June, the Board, reactivated the Industrial Development Commission in the hope that progress could be made in attracting business and industry to available properties in Westford.

Items of concern to the Board this year were licensing of automatic amusement devices in the form of automatic poker machines culminating in a change of policy with the Board finally voting in December not to renew licenses for these machines, a tire shredding operation which is now in the hands of the court, and problems with cable television in the form of a proposal to scramble channels early in the year and a rate hike later in the year.

Solid Waste, with its associated costs, continues to burden the Town but recycling efforts, again due in large part to volunteers, have continued to grow and the Hazardous Waste Collection which took place in September was a tremendous success.

The Town Manager has cautioned that the Town is not out of the woods as far as the budget is concerned and now at the end of the year the Board is looking with trepidation at the wording of the State Education Reform Bill an issue which tends to make us uneasy because of its unknown quality.

In summation this has been a year of pluses and minuses but once again the Board would like to give thanks to all the people who have served on Boards and Committees and have volunteered so much time for the good of the community - where would we be without you.

Respectfully Submitted,

Robert C. Herrmann, Chairman
Jack Wrobel
Madonna McKenzie
Jerry Berkowitz
Hal Schreiber

TOWN MANAGER

At the Annual Election on May 5, 1992 Westford voters approved a series of referenda which raised an additional $904,050 in additional property tax revenues above the previous maximum property tax limit allowed under Proposition 2 and 1/2. This action together with a variety of significant budget reductions and program consolidations ended three years of financial crisis and political gridlock stemming largely from a $1.6 million reduction in state revenue sharing to Westford. The Town's financial position and ability to respond to changes and emergencies, however, has been seriously weakened. As reported by the Moody's Investment Rating Service "The Town's financial position has significantly weakened due to a succession of General Fund drawdowns, limiting financial flexibility and resulting in the overall rating revision for A1 to Baa1." Therefor while the immediate crisis may have ended, the work to restore stability and quality to Westford's operations has just begun.

One lingering aspect of the financial crisis referred to above is the continued reliance upon one-time revenue sources to finance ongoing operations. The total cost of annual operations should be matched by annual recurring revenues. We did not achieve this fundamental financial goal in FY 1993 and should strive to do so in FY 1994 as the most significant step we can take as an organization to restore our financial health. Unexpended year end balances and revenue surpluses should be directed to rebuilding cash reserves to acceptable levels and should not be used to finance services which cannot otherwise be sustained on an ongoing basis.

The state of the Town's financial reserves and lack of operating capital is worsened by the $686,597 deferral of teachers' summer wages which was forced upon the Town by a town meeting unwilling to make budget cuts and an electorate unwilling to raise revenues in Fiscal Year 1992. It is difficult to explain the cash flow impacts of this deferral. The fact is that $686,597 in wages were actually paid with funds the Town did not have. It was the *recognition* of this liability which was deferred until future years, and not the financial impact itself. As a result the Town has, in a very real sense, a negative fund balance of (i.e., "in the red by") $297,494 and will be financing this deficit through short term borrowing and lost investment income for years to come.

As with just about every business and employer in Massachusetts, the Town has experienced skyrocketing group health premiums and workers' compensation premiums. However, some good news appears in this area of the Town's budget which has out of control in recent years. Through the formation of an official Safety Committee and an aggressive loss prevention program the Town was

able to reduce its Worker's Compensation costs by approximately $85,000 as of July 1, 1992. Likewise after approximately one and a half years of negotiations with our employee unions the Town restructured its group health insurance program and introduced managed care to its Blue Cross/Blue Shield leading to the approximately $172,000 in premium savings in FY 1993. Our employees have also benefitted from this cost reduction through stable insurance premiums. Together these two reductions have played a significant role in bringing the FY 1993 budget into balance. These two initiatives were particularly important in a time of crisis.

Enactment of Education Reform legislation by the state legislature is a major concern to Westford moving into 1993. The need for reform particularly in the area of financing education is very high. The reform plan currently being debated by the legislature ignores the withdrawal of $1.6 million in state support to local government services, including education, and will impose a severe mandate to increase local funding for education through property tax revenues. The Town will not be able to meet this mandate without significant increases in the regressive property tax or without reducing funding for noneducation local government services. A better approach is to restore the state government's earlier commitments to fund education with broad based state revenues such as the income and sales taxes. While there was a significant display of voter approval of Question 5 in the 1990 state election, which mandated that the state share 40% of the growth in state income and sales taxes, to fund local government and education programs, the state legislature has repeatedly refused to implement Question 5. Forcing local government to raise the regressive property tax - a tax which hits hardest on the elderly and lower income residents of the commonwealth - is not the answer to financing public education in Massachusetts.

Another significant challenge moving into 1993 is reconsidering and rebuilding a consensus around our commitment to public recreation in Westford in light of the failure of the override to support the recreation department staffing. The failure of that override question to pass by less than 50 votes should not be interpreted as a statement that Westford should walk away from its traditional public recreation program. Nor should it be interpreted as meaning that recreational activities should only be extended to those who are able to afford expensive user fees. It does require that we reconsider the approach to meeting the recreation needs of all our residents and rebuilding confidence in the program.

I wish to thank all of Westford's department heads and employees who have labored under extremely difficult circumstances in the past three years to maintain quality. The extent to which their individual efforts were responsible for weathering our financial crisis should be apparent to all.

Respectfully submitted,
Robert J. Halpin, Town Manager

TOWN OF WESTFORD

PRESIDENTIAL PRIMARY
MARCH 10, 1992

DEMOCRATIC BALLOT

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
Total Ballots Cast	731	623	692	718	2764
PRESIDENT					
Ralph Nader	17	21	24	20	82
Lyndon H. LaRouche	1	2	1	0	4
Jerry Brown	75	73	66	103	317
Tom Harkin	2	2	3	2	9
Larry Agran	0	1	1	2	4
Paul Tsongas	586	466	527	528	2107
Eugene McCarthy	1	0	2	1	4
Bill Clinton	42	43	52	35	172
Robert Kerrey	1	5	3	3	12
No Preference	2	5	4	9	20
Blanks	4	3	7	13	27
Write Ins	0	2	2	2	6
STATE COMMITTEE MAN					
Robert Durand	438	399	438	444	1719
Blanks	289	218	250	272	1029
Write Ins	4	6	4	2	16
STATE COMMITTEE WOMAN					
Virginia M. Allan	416	386	435	445	1682
Blanks	313	236	257	273	1079
Write Ins	2	1	0	0	3
TOWN COMMITTEE					
Group	322	261	275	311	1169
Michael P. Gagliardi	331	275	301	318	1225
John D. Gagliardi	327	273	292	318	1210
Mary H. Trubey	393	305	315	349	1362
Richard J. Trubey	373	293	299	334	1299
Gail Sawosik	333	300	295	344	1272
David R. Earl	390	310	310	353	1363
Geraldine Healy-Coffin	387	339	321	361	1408
Carmine Tocci	337	303	287	329	1256

TOWN COMMITTEE (Cont'd)	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
Steven C. Boudreau	403	357	374	376	1510
Edward J. Donaghue, Jr.	369	289	295	334	1287
James E. Geraghty, Jr.	334	273	279	312	1198
Marilyn Frank	410	313	314	375	1412
Carol Morse	361	287	289	340	1277
Pamela D. O'Rourke-Hall	345	333	295	349	1322
Geoffrey D. Hall	451	421	389	434	1695
Elaine V. McKenna	448	371	409	414	1642
William S. McKenna	359	304	317	337	1317
Ann F. Eno	347	282	287	328	1244
Kenneth G. Kelley	325	278	283	323	1209
Philip R. McGee	324	276	288	314	1202
Evan G. Shapiro	346	273	288	319	1226
Joseph S. Forte, Jr.	334	279	290	321	1224
Edward McCusker	2	1	8	0	11
Matthew McCusker	2	1	9	0	12
Michael Rogers	0	2	1	2	5
Write Ins	11	4	9	5	29

TOWN OF WESTFORD

PRESIDENTIAL PRIMARY
MARCH 10, 1992

REPUBLICAN BALLOT

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
Total Ballots Cast	363	230	278	395	1266
PRESIDENT					
Patrick J. Buchanan	97	70	96	93	356
David Duke	2	3	3	2	10
George Bush	242	145	157	272	816
No Preference	10	4	10	18	42
Blanks	2	4	6	4	16
Write Ins	10	4	6	6	26
STATE COMMITTEE MAN					
William C. Sawyer	251	146	191	269	857
Blanks	107	83	86	123	399
Write Ins	5	1	1	3	10
STATE COMMITTEE WOMAN					
Catherine A. Barry Ghent	247	150	186	266	849
Blanks	114	80	91	127	412
Write Ins	2	0	1	2	5
TOWN COMMITTEE					
Group	186	99	125	211	621
Nicholas D'Alleva	191	107	136	220	654
Charlotte A. Scott	215	111	140	233	699
Robert H. Masow	214	108	134	218	674
Kenneth J. Dwyer, II	216	128	162	242	748
Maria C. Hamer	195	111	142	219	667
Wilbert L. Vaughn	200	121	158	225	704
Gunars V. Zagars	194	114	133	215	656
Kathleen M. Galvin	207	115	137	235	694
Joseph T. Begley	199	107	136	223	665
Patricia A. Begley	202	108	137	229	676
John C. Canney II	193	115	133	217	658
Christine Peik	197	106	136	220	659
William D. Connell, Jr.	214	136	144	237	731
kenneth M. Maurer	200	119	131	217	667

TOWN COMMITTEE (Cont'd)	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
John E. Wrobel, Jr.	214	113	133	224	684
Bette R. Hook	225	136	154	252	767
Elda Davy	195	107	135	219	656
Michael P. Christiana	194	107	144	218	663
Kenneth H. Kronlund	196	111	132	217	656
Elaine S. Kronlund	196	107	136	223	662
Ronald A. Peik	192	105	131	214	642
Mary L. Caless	217	125	150	235	727
Peter S. Fletcher	223	126	151	245	745
Donald F. Bradanese	203	110	148	226	687
Lisa E. Kronlund	196	110	135	222	663
Donald R. Stevens	197	110	134	218	659
Anita M. Peik	196	106	135	220	637
John Cogliano, Jr.	214	107	142	218	681
Audrey Ann Cogliano	212	109	139	224	684
Barbara A. Aranyi	206	107	129	222	664
Roy L. Chaisson	194	116	140	215	665
Frederick R. Radcliffe	192	108	130	222	652
Shawn F. Mullen	204	109	133	223	669
John W. Montgomery	192	106	129	219	646
Kimberly A. Adams	207	113	146	230	696

TOWN OF WESTFORD

PRESIDENTIAL PRIMARY
MARCH 10, 1992

INDEPENDENT VOTERS PARTY BALLOT

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
Total Ballots Cast	2	6	2	0	10
PRESIDENT					
Robert J. Smith	0	0	0	0	0
Darcy G. Robinson	0	0	0	0	0
Erick Thompson	0	0	0	0	0
Howard Phillips	0	0	0	0	0
Earl F. Dodge	0	2	0	0	2
J. Quinn Brisben	0	1	0	0	1
Michael S. Levinson	0	0	0	0	0
Bo Gritz	0	0	0	0	0
No Preference	0	1	1	0	2
Write Ins	2	2	1	0	5
STATE COMMITTEE MAN					
Leonard J. Umina	0	1	1	0	2
Blanks	2	5	1	0	8
STATE COMMITTEE WOMAN					
Blanks	2	6	2	0	10
TOWN COMMITTEE					
Blanks	2	6	2	0	10

TOWN OF WESTFORD

TOWN ELECTION
MAY 5, 1992

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
Total Ballots Cast	1326	1233	1077	1364	5000
BOARD OF SELECTMEN					
Blanks	257	355	256	278	1146
Lawrence A. Bearce	52	36	72	42	202
Robert A. Berman	43	30	31	66	170
Donald F. Bradanese	204	262	284	242	992
Richard K. Crocker	254	582	423	340	1599
James E. Geraghty, Jr.	187	104	127	164	582
*Madonna J. McKenzie	833	535	489	802	2659
*John E. Wrobel, Jr.	822	551	470	793	2636
All Others	0	11	2	1	14
BOARD OF ASSESSORS					
Blanks	453	416	356	394	1619
*Michael D. Rogers	868	803	714	954	3339
All Others	5	14	7	16	42
SCHOOL COMMITTEE					
Blanks	881	929	748	865	3423
*Robert F. McCusker	871	760	744	927	3302
*Laura A. Carrick	893	760	653	921	3227
All Others	7	17	9	15	48
BOARD OF HEALTH					
Blanks	855	836	730	780	3201
*Louis E. Ashley	898	767	685	977	3327
*Michael P. Ingalls	893	852	734	961	3440
All Others	6	11	5	10	32
PLANNING BOARD					
Blanks	429	441	360	381	1611
*Denali Delmar	893	780	706	974	3353
All Others	4	12	11	9	36

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
PLANNING BOARD (2 yr Unex.)					
Blanks	474	445	378	410	1707
*Bruce W. Bunker	847	781	689	947	3264
All Others	5	7	10	7	29
HOUSING AUTHORITY					
Blanks	444	403	369	416	1632
*Robert J. Ferreira	880	823	704	944	3351
All Others	2	7	4	4	17
HOUSING AUTHORITY (1 yr. Unex.)					
Blanks	422	410	335	389	1556
*William S. McKenna	904	816	738	970	3428
All Others	0	7	4	5	16
LIBRARY TRUSTEES					
Blanks	922	937	770	854	3483
*James S. Gozzo	865	770	711	942	3288
*Mohammed A. Malik	858	747	669	925	3199
All Others	7	12	4	7	30
LIBRARY TRUSTEES (1 yr. Unex.)					
Blanks	438	478	387	426	1729
*Glen M. Secor	884	751	687	933	3255
All Others	4	4	3	5	16

QUESTION ONE

Shall the Town of Westford be allowed to assess an additional $570,901 in real estate and personal property taxes for the purposes of MAINTAINING WESTFORD PUBLIC SCHOOLS EDUCATIONAL PROGRAMS AND SERVICES for the fiscal year beginning July first nineteen hundred and ninety-two?

Blanks	23	49	22	26	110
Yes	825	553	476	779	2613
No	478	651	579	569	2277

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL

QUESTION TWO

Shall the Town of Westford be allowed to assess an additional $80,295 in real estate and personal property taxes for the purposes of MAINTAINING PUBLIC HOURS, THE BOOKMOBILE SERVICE AND ACQUISITION OF BOOKS AT THE J.V. FLETCHER LIBRARY for the fiscal year beginning July first nineteen hundred and ninety-two?

Blanks	23	52	28	15	121
Yes	816	534	510	823	2683
No	484	647	539	526	2196

QUESTION THREE

Shall the Town of Westford be allowed to assess and additonal $77,231 in real estate and personal property taxes for the purposes of CONTINUING TOWN FINANCIAL SUPPORT FOR THE ROUDENBUSH COMMUNITY CENTER for the fiscal year beginning July first nineteen hundred and ninety-two?

Blanks	28	52	31	25	136
Yes	788	510	471	785	2554
No	510	671	575	554	2310

QUESTION FOUR

Shall the Town of Westford be allowed to assess an additional $70,911 in real estate and personal property taxes for the purpose of FIRE DEPARTMENT/AMBULANCE SERVICE PERSONNEL for the fiscal year beginning July first nineteen hundred and ninety-two?

Blanks	22	53	22	25	122
Yes	955	831	709	974	3469
No	349	349	346	365	1409

QUESTION FIVE

Shall the Town of Westford be allowed to assess and additional $64,712 in real estate and personal property taxes for the purposes of MAINTAINING MINIMUM CRUISER COVERAGE for the fiscal year beginning July first nineteen hundred and ninety-two?

Blanks	29	56	31	32	148
Yes	875	683	607	873	3038
No	422	494	439	459	1814

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL

QUESTION SIX

Shall the Town of Westford be allowed to assess an additional $40,000 in real estate and personal property taxes for the purposes of COLLECTING AND DISPOSING OF DOMESTIC HAZARDOUS WASTE PRODUCTS for the fiscal year beginning July first nineteen hundred and ninety-two?

Blanks	37	62	38	26	163
Yes	798	611	522	785	2716
No	491	560	517	553	2121

QUESTION SEVEN

Shall the Town of Westford be allowed to assess and additional $35,657 in real estate and personal property taxes for the purposes of CONTINUING TOWN FINANCIAL SUPPORT FOR THE RECREATION DEPARTMENT for the fiscal year beginning July first nineteen hundred and ninety-two?

Blanks	40	62	38	26	166
Yes	703	509	459	722	2393
No	583	662	580	616	2441

QUESTION EIGHT (Non-Binding Public Policy Question)

Shall the Town of Westford instruct our Representative, Chester G. Atkins, and our Senators, Edward M. Kennedy and John F. Kerry, to take all suitable measures:

1. To enact reductions in military expenditures of at least fifty percent (50%) by the 1996 budget year,
2. To provide assistance to communities and employers to convert from military to peacetime production; and
3. To reallocate funds from military uses to meet domestic needs such as health care, education and environmental protection, and to reduce the federal deficit?

Blanks	110	118	107	92	427
Yes	805	673	612	830	2920
No	411	442	358	442	1653

QUESTION NINE (Non-Binding Public Policy Question)

Shall the Town of Westford instruct our Congressman and two Senators that:

1. The Town of Westford supports maintenance of an adequate national defense to deter hostilities,
2. In light of American superiority, the Town of Westford believes that cuts in defense spending which will maintain our supremacy can be undertaken; and
3. The Town of Westford instructs its Congressman and two Senators to take all suitable measures in Congress to channel all monies resulting from reduction of defense spending:
   a) to lower taxes b) to decrease the national debt, or
   c) to go directly to the Towns and Cities which create tax revenues.

	PREC. 1	PREC. 2	PREC. 3	PREC. 4	TOTAL
Blanks	135	150	122	121	528
Yes	964	789	703	951	3407
No	227	294	252	292	1065

TOWN OF WESTFORD
STATE PRIMARY
SEPTEMBER 15, 1992

DEMOCRATIC BALLOT

	Pr. 1	Pr. 2	Pr. 3	Pr. 4	TOTAL
Total Ballots Cast	520	458	468	502	1948
REPRESENTATIVE IN CONGRESS					
Chester G. Atkins	211	188	137	189	725
Martin T. Meehan	300	266	330	308	1204
All Others	0	0	1	1	2
Blanks	9	4	0	4	17
COUNCILLOR					
Robert B. Kennedy	313	312	321	311	1257
Michael J. O'Halloran	116	83	87	93	379
All Others	1	1	0	0	2
Blanks	90	62	60	98	310
SENATOR IN GENERAL COURT					
Robert A. Durand	362	345	320	355	1382
All Others	2	3	0	0	5
Blanks	156	110	148	147	561
REPRESENTATIVE IN GENERAL COURT					
Geoffrey D. Hall	387	378	378	411	1554
John MacGovern (Write In)	12	8	4	8	32
All Others	2	0	0	0	2
Blanks	119	72	86	83	360
SHERRIF					
John P. McGonigle	339	323	314	314	1290
All Others	4	1	0	0	5
Blanks	177	134	154	188	653
COUNTY COMMISSIONER					
Edward J. Kennedy	227	217	248	210	902
Thomas J. Larkin	145	129	123	145	542
Leonard H. Golder	53	51	32	71	207
Albert J. Onessimo	20	24	28	37	109
Dennis J. Ready	240	202	219	194	855
Adelle Schwalberg	59	49	53	71	232
All Others	1	1	2	0	4
Blanks	295	243	231	276	1045

TOWN OF WESTFORD
STATE PRIMARY
SEPTEMBER 15, 1992

REPUBLICAN BALLOT

	Pr. 1	Pr. 2	Pr. 3	Pr. 4	TOTAL
Total Ballots Cast	245	194	189	241	869
REPRESENTATIVE IN CONGRESS					
Michael G. Conway	149	105	99	128	481
Paul W. Cronin	86	68	73	101	328
All Others	0	1	4	0	5
Blanks	10	20	13	12	55
COUNCILLOR					
Vincent P. McLaughlin	167	118	125	172	582
All Others	1	0	0	0	2
Blanks	77	76	64	68	285
SENATOR IN GENERAL COURT					
William M. Monnie	182	114	132	187	615
All Others	2	0	0	0	2
Blanks	61	80	57	54	252
REPRESENTATIE IN GENERAL COURT					
John MacGovern (Write In)	33	37	28	36	134
Geoffrey Hall (Write in)	26	82	33	72	213
All Others	0	0	0	0	0
Blanks	186	75	128	133	522
SHERRIF					
Gary Buxton	86	64	96	92	338
Michael J. Dever	68	53	50	79	250
Vincent Lawrence Dixon	24	19	9	30	82
All Others	1	0	0	1	2
Blanks	66	58	34	39	197
COUNTY COMMISSIONER					
Anthony F. Ranieri	52	39	48	50	189
James P. Regan	110	69	72	124	375
Edward L. Weinberg	80	68	73	118	339
All Others	2	0	1	1	4
Blanks	246	212	184	189	831

TOWN OF WESTFORD
STATE PRIMARY
SEPTEMBER 15, 1992

INDEPENDENT VOTERS PARTY BALLOT

	Pr. 1	Pr. 2	Pr. 3	Pr. 4	TOTAL
Total Ballots Cast	0	2	0	1	3
REPRESENTATIVE IN CONGRESS					
Bob Durand (Write In)	0	1	0	0	1
Marty Meehan (Write In)	0	1	0	0	1
All Others	0	0	0	0	0
Blanks	0	0	0	1	1
COUNCILLOR					
Blanks	0	2	0	1	3
SENATOR IN GENERAL COURT					
Blanks	0	2	0	1	3
REPRESENTATIVE IN GENERAL COURT					
John MacGovern (Write In)	0	1	0	0	1
Blanks	0	1	0	1	2
SHERRIF					
Blanks	0	2	0	1	3
COUNTY COMMISSIONER					
Geoffrey Hall (Write In)	0	1	0	0	1
Blanks	0	1	0	1	2

TOWN OF WESTFORD
STATE ELECTION

NOVEMBER 3, 1992

	PR. 1	PR. 2	PR. 3	PR. 4	TOTAL
Total Ballots Cast	2505	2258	2038	2786	9587
PRESIDENT AND VICE PRESIDENT					
Blanks	19	20	13	21	73
Bush and Quayle	952	695	620	1034	3301
Clinton and Gore	870	849	673	949	3341
Fulani and Munoz	0	1	0	2	3
Hagelin and Tompkins	0	0	2	0	2
LaRouche, Jr. and Bevel	0	0	0	0	0
Marrou and Lord	8	9	10	7	34
Perot and Stockdale	645	677	711	761	2794
Phillips and Knight, Jr.	4	2	1	7	14
All Others	7	5	8	5	25
REPRESENTATIVE IN CONGRESS					
Blanks	139	127	99	144	509
Paul W. Cronin	1082	791	684	1229	3786
Martin T. Meehan	1102	1129	1074	1190	4495
David E. Coleman	36	52	46	43	177
Mary J. Farinelli	135	156	132	173	596
All Others	11	3	3	7	24
COUNCILLOR					
Blanks	332	279	234	359	1204
Robert B. Kennedy	1046	1136	1050	1148	4380
Vincent P. McLaughlin	1124	843	750	1274	3991
All Others	3	0	4	5	12
SENATOR IN GENERAL COURT					
Blanks	248	218	208	272	946
Robert A. Durand	1073	1159	1009	1138	4379
William M. Monnie	1183	878	819	1370	4250
All Others	1	3	2	6	12
REPRESENTATIVE IN GENERAL COURT					
Blanks	125	98	92	152	467
Geoffrey D. Hall	1459	1533	1298	1629	5919
John F. MacGovern	920	625	646	1003	3194
All Others	1	2	2	2	7

STATE ELECTION (Cont'd)

	PR. 1	PR. 2	PR. 3	PR. 4	TOTAL
SHERIFF					
Blanks	352	278	224	384	1238
John P. McGonigle	1197	1217	1148	1291	4853
Michael J. Dever	950	759	658	1102	3469
All Others	6	4	8	9	27
COUNTY COMMISSIONER					
Blanks	1490	1324	1334	1625	5773
Edward J. kennedy	1046	1091	988	1115	4240
Thomas J. Larkin	793	821	687	934	3235
James P. Regan	832	601	514	933	2880
Edward L. Weinberg	654	497	378	747	2276
Richard S. Mahoney	191	182	170	209	752
All Others	4	0	5	9	18
QUESTION ONE (Cigarette Tax)					
Blanks	57	49	38	51	195
Yes	1660	1207	1014	1776	5657
No	788	1002	986	959	3735
QUESTION TWO (Tax Returns)					
Blanks	242	213	156	259	870
Yes	1300	1122	1017	1500	4939
No	963	923	865	1027	3778
QUESTION THREE (Packaging)					
Blanks	70	68	48	50	236
Yes	1086	933	741	1275	4035
No	1349	1257	1249	1461	5316
QUESTION FOUR (Hazardous excise tax)					
Blanks	134	155	124	133	546
Yes	1068	847	717	1215	3847
No	1303	1256	1197	1438	5194

TOWN OF WESTFORD

ANNUAL TOWN MEETING - MAY 9, 1992

At a legal meeting of the inhabitants of the Town of Westford, qualified by law, to vote in Town affairs, held at Abbot Middle School on Saturday, May 9, 1992, the following business was transacted:

The Annual Town Meeting was adjourned to Westford Academy, Saturday, May 9, 1992.

ADJOURNED ANNUAL TOWN MEETING - MAY 9, 1992

At a legal meeting of the inhabitants of the Town of Westford, qualified by law, to vote in Town affairs, held at Westford Academy on Saturday, May 9, 1992, the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors.

Ellen Harde, Acting Town Moderator, called the meeting tor order at 10:15 A.M.

Ellen Harde was awarded a medal from the National Society of the Daughters of the American Revolution for her excellence in Conservation.

ARTICLE 1. It was voted unanimously that the Town accept the annual reports of Town Officers and Departments for calendar year 1991 as presented in the 1991 Annual Town Report. A report from the Vision Committee was also presented.

ARTICLE 2. It was voted unanimously that the Town establish the salaries for elective officers of the Town for the fiscal period July 1, 1992 through June 30, 1993 as follows:

		FY '93
Selectmen,	Chairperson	$1,100
	Members	950
Board of Assessors, Members		500
Board of Health, Members		200

(Finance Committee Approved)

ARTICLE 3. It was voted unanimously that the Town amend Appendix "A" of its Consolidated Classification Plan, Compensation Plan of the Town as shown in the Finance Committee Report, effective July 1, 1992, with the addition of the following:

Recreation Director	$19,030	$29,550
Call Deputy Fire Chief	$12.38 **	
Call Fire Captains	12.00 **	
Call Fire Lieutenants	11.70 **	
Call Fire Fighters and Ambulance Attendants	11.34 **	

APPENDIX "A"
TOWN OF WESTFORD

CLASSIFICATION AND PAY PLAN
(July 1, 1992)

POSITION	MINIMUM	MAXIMUM
Town Manager	50,000	65,000
Asst. to the Town Manager	21,950	31,330
Town Manager's Admin. Sec'y **	9.56	14.36
Chief of Police (1.)	41,600	62,400
Police Lieutenant	31,200	46,800
Fire Chief (1.)	29,950	51,380
Highway Superintendent	32,200	48,000
Water Superintendent	31,000	46,200
Library Director	27,040	40,560
Library Asst. Director	22,580	33,870
Senior Librarian	20,250	30,380
Senior Page **	5.50	6.25
Library Page **	4.25	4.75
Finance Director	37,500	52,500
Principal Assessor/Appraiser	27,500	41,200
Building Commissioner	25,000	37,200
Community Center Director	25,270	37,860
Planning/Cons. Comm. Coord.	19,030	28,550
Recreation Director	19,030	28,550
Elder Services Coordinator	20,000	30,000
Sanitarian	24,000	36,000
Asst. Sanitarian	16,480	24,700
Town Clerk (2.)	27,400	41,100
Town Engineer	32,500	47,500
Town Nurse **	12.07	18.10

Treasurer/Collector	29,150	43,500
Tree Warden	1,000	1,000
Water Commissioners	400	400
Cemetery Commissioners	400	400

All salaries are Per Annum except where noted by ** in which case an hourly rate applies.

(1.) Nothing contained herein shall have the effect of limiting the applicability of General Laws, Chapter 48, Section 57(G) as it relates to the salary due to either the incumbent Fire Chief or incumbent Chief of Police.

(2.) The Town Clerk may receive additional compensation, not to exceed an annual rate of $5,000 as authorized by General Laws, Chapter 41, Section 19 (I) when assuming additional duties as Assistant to the Town Manager. (Finance Committee Approved)

ARTICLE 4. It was voted that the Town raise and appropriate sums necessary for the Operation and Maintenance of Town Departments for the ensuing fiscal year, July 1, 1992 through June 30, 1993, and that such sums be expended for such purposes under the direction of the respective Town Officers, Boards and Committees as follows:

1220.10	Selectmen Salary	0	
1220.40	Selectmen Expense	6,780	
	SUBTOTAL		6,780
1230.13	Town Manager Salary	59,900	
1230.14	Asst. to Town Manager	5,000	
1230.15	Clerical Wages	25,932	
1230.40	Town Managers Expenses	5,540	
	SUBTOTAL		96,372
1310.40	Fin Comm Expenses	2,860	
1311.40	Reserve Fund	90,000	
	SUBTOTAL		92,860
1330.13	Finance Director Salary	46,600	
1330.15	Clerical Wages	40,112	
1330.40	Finance Expenses	8,055	
1331.40	Annual Audit	14,500	
	SUBTOTAL		109,267

1410.12	Assessors Salaries	0	
1410.13	Asst. Assessor Salary	40,975	
1410.15	Clerical Wages	55,477	
1410.40	Assessors Expenses	14,225	
1411.41	Revaluation	0	
1420.41	Asst Assessor Certification	700	
1420.40	Temp. Assessing Support	6,000	
	SUBTOTAL		117,377
1450.12	Treasurer/Collector Salary	30,133	
1450.15	Clerical Wages	39,556	
1450.40	Treasurers Expenses	27,995	
	SUBTOTAL		97,684
1510.29	Town Counsel Salary	37,743	
1510.40	Town Counsel Expenses	9,000	
	SUBTOTAL		46,743
1520.40	Personnel Expenses	750	
1530.40	Centrex Telephone	11,000	
1540.40	Labor Counsel Fees	7,000	
1550.40	Data Processing	17,250	
	SUBTOTAL		36,000
1610.12	Town Clerk Salary	31,818	
1610.15	Clerical Wages	27,171	
1610.40	Town Clerk Expenses	995	
1611,12	Recording Fees	375	
1620.18	Election Wages	8,055	
1620.40	Election Expenses	4,000	
1630.13	Registrar Salary	3,750	
1630.14	Street List	7,000	
1631.12	Town Clerk/Registrar Salary	450	
	SUBTOTAL		83,614
1710.13	Cons. Comm. Coord. Salary	14,539	
1710.40	Cons. Comm. Expenses	1,125	
1712.40	Consultants	5,000	
1710.41	Minutes	1,200	
	SUBTOTAL		21,864
1750.13	Planning Coord. Salary	14,539	
1750.40	Plan Bd. Expenses	3,925	
1750.41	Minutes	2,000	
1752.40	Consultants	5,000	
	SUBTOTAL		25,464

1760.15	ZBA Clerical Wages	2,000		
1760.40	ZBA Expenses	2,000		
1761.40	Afford Housing Expense	0		
	SUBTOTAL		4,000	
1770.13	Engineering Services	0		
	SUBTOTAL		0	
1840.15	CATV Comm. Clerical wages	675		
1840.40	CATV Expenses	210		
	SUBTOTAL		885	
1920.16	Custodial Wages	0		
1920.40	Custodial Expenses	23,375		
1921.40	Meeting Space Library	3,000		
1923.40	Police/Fire Comp. Expense	24,200		
1950.40	Town Reports	7,000		
1951.40	Capital - Heating/Air Condt	0	(Art#38)	
1951.41	Capital - Personal Computers	0	(Art#38)	
	SUBTOTAL		58,575	
TOTAL PART I: General Govt.				797,485

PART II
PUBLIC SAFETY

2100.13	Police Chief Salary	69,033		
2100.14	Lieutenants Salary	91,410		
2100.15	Clerical Wages	79,446		
2100.16	Custodial Wages	7,886		
2100.40	Administrative Expenses	161,300		
2100.42	Out of State Travel	250		
2101.22	Sergeants Wages	220.848		
2101.23	Patrol Officer Wages	531,779		
2101.26	Matron Wages	2,278		
2101.30	Overtime	143,482		
2101.31	Shift Differentials	12,600		
2101.32	Career Incentives	1,000		
2101.33	Court Appearance	27,348		
2101.34	Extra Details	10,764		
2101.35	Training	9,576		
2101.81	CAPITAL-Radios	0	(Art#37)	
2101.82	CAPITA:-Replace Cruisers	0	(Art#34)	
2102.25	Dispatcher Wages-Police	112,927		
2103.24	Traffic Super. Wages	18,140		
2103.40	Street Markings	5,000		
	SUBTOTAL			1,505,067

2200.13	Fire Chief Salary	57,073		
2200.37	Fire Fighter/EMT Wages	511,737		
2200.40	Fire Operating Expenses	36,545		
2200.81	CAPITAL - Pagers	0	(Art#37)	
2200.82	CAPITAL - Radios	0	(Art#37)	
2200.83	CAPITAL - Station Overhead Doors	0	(Art#38)	
2200.84	CAPITAL - Nabnasset Roof Repair	0	(Art#38)	
	SUBTOTAL			605,355
2410.13	Bldg. Comm. Salary	36,207		
2410.15	Clerical Wages	0		
2410.19	Inspector Fees	28,000		
2410.40	Bldg. Comm. Expenses	6,135		
	SUBTOTAL			70,342
2440.13	Sealer Wghts/Meas. Salary	1,800		
2440.40	Sealer Expenses	150		
	SUBTOTAL			1,950
2910.40	Civil Defense Expense	1,000		
	SUBTOTAL			1,000
2920.13	By-law Enf. Off. Salary	27,630		
2920.17	Asst. Dog Officer wages	4,315		
2920.40	By-law Expenses	4,400		
	SUBTOTAL			36,345
2940.12	Tree Warden Salary	1,000		
2940.40	Tree Warden Expenses	10,000		
	SUBTOTAL			11,000
TOTAL PART II: Public Safety				2,231,059
	PART III - EDUCATION			
3050.40	School Dept. O and M	12,775,637		
	SUBTOTAL			12,775,637
3110.40	NVTHS Assessment	315,670		
	SUBTOTAL			315,670
	TOTAL PART III: Education			13,091,307

PART IV - PUBLIC WORKS

4200.13	Highway Supt. Salary	40,750		
4200.21	Highway Wages	354,025		
4200.40	Highway Operating Expenses	7,000		
4220.40	Road Maint. Materials	193,700		
4222.21	Uniform Allowance	6,300		
4222.40	Mach. and Equipment	61,635		
4225.40	Drainage	15,000		
4227.81	CAPITAL -One ton Dump Truck	0	(Art#37)	
4227.83	CAPITAL -Brush Mower	0	(Art#37)	
4230.40	Snow and Ice	238,300		
4240.40	Streetlights	50,789		
	SUBTOTAL			967,499
4310.40	Solid Waste Disposal	892,100		
4310.41	Domestic Haz. Waste Disposal	40,000		
	SUBTOTAL			932,100
4400.21	Grounds Maint Wages	73,815		
4400.40	Grounds Maint Operating Expenses	19,450		
4400.84	CAPITAL -New Mower	0	(Art#37)	
	SUBTOTAL			93,265
4910.12	Cemetery Comm. Salary	600		
4910.40	Cemetery Expenses	10,000		
	SUBTOTAL			10,600
TOTAL PART IV: Public Works				2,003,464

PART V -HEALTH AND HUMAN SERVICES

5130.12	Bd. of Health Salaries	1,250		
5130.13	Health/Sanitarian Salary	35,001		
5130.15	Clerical Wages	26,472		
5130.19	Inspector Fees	15,950		
5130.40	Bd of Health Expenses	7,860		
5131.13	Animal Inspector Salary	1,750		
5131.14	Dead Animal Agent Sal	1,450		
5220.13	Director of Nursing	22,824		
5220.40	Nurses Expenses	600		
5221.40	Dental Services	1,000		
5130.41	Landfill Monitoring (Note)	0		
	SUBTOTAL			114,157

Note: Expense Transferred to Water Dept

5410.13	Senior Citizens Director	25,975	
5410.40	Council on Aging Expenses	10,237	
5411.40	Respite Care	5,801	
5412.40	Senior Aide Contract	6,500	
5430.40	Veterans Services Benefits	82,000	
5440.13	Veterans Agent/Town Aide Salary	15,188	
5440.40	Veterans Expenses	950	
	SUBTOTAL		146,651
TOTAL PART V: Health and Human Servs			260,808

PART VI - CULTURE & RECREATION

6100.13	Library Director Salary	36,340	
6100.14	Asst. Director Salary	30,816	
6100.15	Clerical Wages Salary	16,070	
6100.16	Custodial Wages	21,335	
6100.27	Senior Librarian Wages	100,716	
6100.28	Library Assoc/Tech Wages	152,889	
6100.38	Library Pages Wages	7,292	
6100.40	Library Operating Expenses	149,134	
	SUBTOTAL		514,592
6309.20	Recreation Dir Salary	7,069	
6309.40	Recreation Expense	1,845	
	SUBTOTAL		8,914
6700.40	Museum Expenses	2,500	
	SUBTOTAL		2,500
6730.13	Roudenbush Director Salary	29,950	
6730.15	Clerical Wages	26,872	
6730.16	Custodial Wages	33,282	
	SUBTOTAL		90,104
6920.40	Memorial Day Celeb.	1,500	
	SUBTOTAL		1,500
TOTAL PART VI: Culture and Recreation			617,610

PART VII - DEBT SERVICE

7100.10	Total FY '89 Prin and Int.	2,750,867	
	SUBTOTAL		2,750,867
TOTAL PART VII: Debt Service			2,750,867

PART VIII - UNCLASSIFIED

9110.40	Pension Assesssment	760,576	
9130.40	Unemployment Insurance	90,000	
9140.40	Group Health Insurance	814,320	
9141.40	Medicare Contribution	66,000	
9170.40	Accumulated Sick Leave	20,000	
9450.40	Comprehensive Insurance	495,000	
	SUBTOTAL		2,245,896
TOTAL PART VIII: Unclassified			2,245,896

PART IX - WATER DEPARTMENT

4510.40	Pipes and Supplies	45,000	
4520.12	Commissioners Salaries	1,200	
4520.13	Supt. Salary	40,550	
4520.15	Clerical Wages	48,759	
4520.17	Maint. Labor Wages	165,855	
4520.30	Overtime	30,000	
4520.39	Flushing/Hydrant Maintenance	0	
4520.40	Water Operating Expenses	268,241	
4520.41	Water Insurance/Payroll Chg	63,040	
4520.42	Landfill Monitoring	6,500	
4521.81	Master Plan Development	0	
4521.82	Master Plan Implementation	156,707	
4521.83	CAPITAL - West St/Coldspring/Oak St.	0	
4521.84	CAPITAL - Meter Replacement	32,000	
4521.85	CAPITAL - Diesel Truck	17,000	
4521.86	CAPITAL - Water Tank Overflow Pipes	7,650	
4521.87	CAPITAL - Pumping Station Upgrade	18,187	
	SUBTOTAL		900,689
TOTAL PART IX: Water Department			900,689
TOTAL:	ARTICLE 4		24,899,185

(Finance Committee Approved)

ARTICLE 5. It was voted unanimously that the Town vote to appropriate from any available funds the sum of $238,321.00, subject to the conditions detailed by the Mass. Dept. of Public Works pursuant to Ch. 33 of the Acts of 1991 (State Transportation Bond Issue), for the reconstruction and resurfacing of West Prescott St., Concord Rd., and Acton Rd. (Finance Committee Approved)

ARTICLE 6. It was voted unanimosuly that the Town accept the following approved subdivision ways be accepted as Public Ways in Westford, in accordance with the layouts approved by the Board of Selectmen and placed on file with the Town Clerk on April 29, 1992:

Drew Crossing
Equestrian Lane
MacQuarrie Lane
Dana Drive Extension
Preservation Way
Applewood Drive

ARTICLE 7. It was voted unanimously that the Town will amend its personnel policy and by-laws by adding the following new sentence at the end of Section 5:

Notwithstanding the provisions of General Laws, Chapter 32B, Sections 2 and 3, part-time elected officials working fewer than 20 hours per week shall not be considered eligible employees for the purpose of participating in the Town's group health insurance program.
(Finance Committee Approved)

ARTICLE 8. It was voted unanimously that Article 8 be dismissed.
(Finance Committee Approved)

ARTICLE 9. It was voted unanimously that the Town amend Chapter 16, Section 2 of the Code of the Town of Westford as follows:

In the first sentence, change the words "five (5) members" to "seven (7) members".

At the end of the second sentence, change the words "one (1) member shall be appointed to a term of one (1) year" to read "three (3) members shall be appointed to terms of three (3) years each."

ARTICLE 10. It was voted unanimously that the Selectmen be and are hereby authorized to take such action as may be requested by the Northeast Solid Waste Committee to facilitate the refunding of bonds issued to finance the solid waste resource recovery referred to in the Service Agreement between the Town and Massachusetts Refusetech, Inc.,

including without limitation the substitution of Wheelabrator Technologies, Inc. for Allid-Signal, Inc. as the guarantor of performance under the Service Agreement and the execution and delivery of such amendments to the Service Agreement and other agreement with the Northeast Solid Waste Committee as the Selectmen shall determine to be in the best interests of the Town to effect such refunding.

(Finance Committee Approved)

ARTICLE 11. It was voted unanimously that the Town amend Section 84-1 of the Code of the Town of Westford by changing the words "first day of June of each year" to read "the first day of April of each year".

ARTICLE 12. It was voted unanimously that Article 12 be dismissed.

ARTICLE 13. It was voted that the Board of Selectmen be and is hereby directed to appoint a seven (7) member committee whose function and duty shall be to develop policies, fees, design, and projected costs for the site acquisition and construction of a solid waste transfer station/recycling facility and to determine a site for constructing said transfer station/recycling facility, said committee to report their recommendations to the Selectmen and the Town by December 31, 1992, if possible, and no later than May 8, 1993.

(Finance Committee Approved)

ARTICLE 14. It was voted that the Town amend Chapter 148 of its code of By-laws by adding the following new section:

Section 148-12. No person, other than an employee acting for or in behalf of the Town, shall, by himself or herself or through his agents, servants or employees, in any manner place or deposit or cause to be placed or deposited any snow, other than incidental amounts thereof on any public sidewalk, street, or way which has been previously cleared of snow by the Town. Violations of this section may be enforced by the Highway Superintendent by non-criminal disposition as provided in M.G.L. Chapter 40, Section 21D as the same now is or may hereafter be amended. Penalties for such violations shall be $50.00 for the first offense and $100.00 for each subsequent offense.

ARTICLE 15. It was voted that the Selectmen be and hereby are authorized and instructed to initiate the formal process prescribed in General Laws Chapter 43B, Section 10 to amend the Westford Home Rule Charter in order to abolish the presently elected Board of Assessors, and replace it with a Board of Assessors appointed by the Town Manager.

ARTICLE 16. It was voted that the Town accept the following resolution:

RESOLVED: That the Board of Selectmen should set separate tax rates for Business and Residential property in the Town of Westford so as to restore the ratio of revenues from these two sources to approximately that of Fiscal Year 1991.

ARTICLE 17. It was voted 186 Yes 6 No (2/3 vote required) that (a) that the care, custody, management and control of the following described parcel of land be transferred from the Town Forest Committee to the Selectmen;

(b) that for the purpose of quieting title to said property and for the purpose of settling a claim against the Town, that the Selectmen be and they hereby are authorized and directed in the name and behalf of the Town to sell and convey said parcel to Frederick T. Delaney and G. Shirley Delaney for the sum of Fifteen Thousand ($15,000.00) Dollars and a payment in lieu of taxes as required by Section 63A of Chapter 44 and to execute and deliver to said grantees a good and sufficient quit claim deed of said premises which are bounded and described as follows:

A certain parcel of vacant land situated in said Westford on the Southeasterly side of Groton Road, being shown as PARCEL "C" on a plan entitled "Plan of Land in Westford, MA prepared for Frederick T. & Shirley Delaney, April 30, 1992" McGlinchey Associates, Inc., which plan is to be recorded with Middlesex North District Registry of Deeds and thus bounded: Northwesterly by said Groton Road, as shown on said plan, 200 feet; Northeasterly by land of the Town of Westford, 200 feet; Southeasterly by said last named land 198.53 feet; and Westerly by land now or formerly of Robert & Diane Doyle in two courses measuring 119.85 feet and 73.56 feet. Containing, according to said plan, 40,000 square feet.

(Board of Selectmen Approves)
(Finance Committee Approves)

It was voted to adjourn the Adjourned Annual Town Meeting at 5:30 P.M. until Monday, May 11, 1992, 7:30 PM at Westford Academy.

A True Record: ATTEST

Elaine V. McKenna
Town Clerk

TOWN OF WESTFORD

SPECIAL TOWN MEETING
MAY 9, 1992

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town Affairs, held at Westford Academy, on Saturday, May 9, 1992, the following business was transacted:

Election Officers, using voting lists acted as tellers at the doors. The attendance was 237 (A quorum of 198 was needed).

Ellen Harde, Acting Town Moderator, called the meeting to order at 2:20 P.M.

ARTICLE 1. It was voted unanimously that the Town adopt the following resolution:

RESOLVED: that the Town of Westford calls upon the legislature of the Commonwealth of Massachusetts to annually appropriate and fully distribute the legally required fifteen (15%) per cent of gasoline tax receipts to cities and towns for the construction, maintenance and policing of local roads.

ARTICLE 2. It was voted unanimously that the Selectmen, on behalf of the Town, be and are hereby authorized to accept the following gifts of property:

1. A Community Playground facility located at the Legion Field, Graniteville from the Westford Community Playground, Inc.

2. A sprinkler system located at the Legion Field and Veterans' Field from the Westford Youth Baseball Boosters.

3. A sprinkler system, well and motor at the Jack Walsh Field from Westford Youth Soccer, Inc.

and to express the appreciation of the residents of Westford to the many volunteers and citizens who made each of the gifts and donations possible.

ARTICLE 3. It was voted unanimously that the Town transfer the following sums between the line item accounts listed below for the fiscal year 1992:

FROM:	TO:	AMOUNT:
Acct. No. 6730.13 Comm. Ctr. Director Sal.	Acct. No. 6730.15 Comm. Ctr. Cler. Wages	$300
Acct. No. 6730.13 Comm. Ctr. Director Sal.	Acct. No. 6730.16 Comm. Ctr. Cust. Wages	$143
Acct. No. 5130.40 Bd. of Health Oper. Exp.	Acct. No. 5130.19 Bd. of Health Inspect. Fees	$1,800
Acct. No. 4230.40 Snow and Ice	Acct. No. 2410.19 Inspectors' Fees	$5,500
Acct. No. 1331.40 Audit	Acct. No. 2200.40 Fire Dept. Operating Exp.	$1,788
Acct. No. 4230.40 Snow and Ice	Acct. No. 4310.40 Solid Waste Collection/Disposal	$45,000
Acct. No. 4230.40 Snow and Ice	Acct. No. 5430.40 Veterans' Benefits	$17,500
Acct. No. 9110.40 Retirement Assessment	Acct. No. 9450.40 Comprehensive Insurance	$7,500
Acct. No. 9110.40 Retirement Assessment	Acct. No. 2940.40 Tree Warden Expense	$655
Acct. No. 3050.40 School Oper. & Maint.	Acct. No. 9450.40 Comprehensive Insurance	$17,477
Acct No. 4230.40 Snow and Ice	Acct. No. 9141.40 Medicare Contribution	$10,890
Acct. No. 3050.40 School Oper. & Maint.	Acct. No. 9130.40 Unemployment Insurance	$20,000
Acct. No. 4230.21 Snow and Ice	Acct. No. 1530.40 Centrex Telephone System	2,365
Acct. No. 2101.33 Police Court Time	Acct. No. 2101.31 Police Shift Differential	$505

Acct. No. 2101.33 Police Court Time	Acct. No. 2100.15 Police Clerical Wages	$308
Acct. No. 2101.33 Police Court Time	Acct. No. 2101.22 Police Sergeants' Wages	$1,355
Acct. No. 6100.27 Senior Librarian Wages	Acct. No. 6100.15 Library Clerical Wages	$14
Acct. No. 2200.37 Fire Fighter/EMT Wages	Acct. No. 2200.40 Fire Dept. Operating Exp.	$806

(Finance Committee Approved)

ARTICLE 4. It was voted unanimously that the Town appropriate the sum of $4,000 from the Edwards Beach Bathhouse Construction Account to the Recreation Department Revolving Fund.
(Finance Committee Approved)

ARTICLE 5. It was voted unanimously that the Town appropriate the sum of $37,300 from Fund Balance-Water Dept. Surplus to the Water Department Telemetering Construction Account.
(Finance Committee Approved)

ARTICLE 6. It was voted unanimously that the Town transfer the sum of $2,500 from the Water Department Operating Expense Account to a Capital Equipment Account to offset the purchase of the Surplus Pavement Heating Box. (Finance Committee Approved)

ARTICLE 7. It was voted unanimously that the Town amend its Personnel By-law, specifically Appendix "A", Classification and Compensation Plan for FY 1992, by adjusting the wage rate for call fire fighting and ambulance personnel, effective January 1, 1992, as follows:

Call Deputy Fire Chief	$12.38
Call Fire Captains	12.00
Call Fire Lieutenants	11.70
Call Fire Fighters and Ambulance Attendants	11.34

(Finance Committee Approved)

It was voted unanimously to adjourn the Special Town Meeting at 2:30 P.M.

A True Record: ATTEST

Elaine V. McKenna
Town Clerk

TOWN OF WESTFORD

SECOND ADJOURNED ANNUAL TOWN MEETING

MAY 11, 1992

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at Westford Academy on Monday, May 11, 1992 the following business was transacted:

Election officers, using voting lists acted as tellers at the doors.

Ellen Harde, Acting Town Moderator, called the meeting to order to 7:30 PM.

ARTICLE 18. It was voted 78 Yes 3 No (2/3 vote required) that the Town amend its Zoning By-Law, and the "Zoning Map" defined at Section 2.2 of the Zoning By-Law, so as to reclassify the portion of the parcel of land described below presently classified as "Industrial D" to "Residence A":

The land and buildings thereon in Westford, Middlesex County, Massachusetts, located on the westerly side of Tyngsboro Road and being shown on a plan of land entitled "Plan of land located in Westford, Massachusetts, owned by JAMES V. DECAROLIS, 175 Kendall Road, Tewksbury, MA" BRADFORD ENGINEERING CO., P.O. Box 1244, Haverhill, MA 01831. Said plan is recorded with Middlesex North District Registry of Deeds in Plan Book 172, Plan 45.

Said parcel contains 52.51 acres according to said plan, but excluding Parcel "C" and Parcel "D" shown on a plan recorded with said Registry in Plan Book 174, Plan 4, which parcels were conveyed to Edward B. Dowling by deed of James V. DeCarolis dated August 27, 1990, and recorded with said Registry on August 29, 1990 as Instrument No. 34148, but including Parcel "A" and Parcel "B" shown of said plan at Plan Book 174, Plan 4, conveyed to the said James V. DeCarolis by deed of Edward B. Dowling, dated August 24, 1990 and recorded with said Registry in Book 5314, Page 186. (Planning Board Approved)

ARTICLE 19. it FAILED for the lack of a 2/3 majority (51 Yes 36 No) that the town amend its Zoning By-Law as follows:

Amend Section 6.4 by adding the following language:

"The Planning Board, when acting as a Special Permit Granting Authority, shall consist of the elected members and one (1) Associate Member who shall be a Westford resident, when designated by the Chairman of the Planning Board, shall sit on the Planning Board for the purpose of acting on a special permit application in the case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on the Board. The Associate Member shall be appointed for a one year term of office and shall be appointed at a joint meeting of the Planning Board and the Board of Selectmen by a majority vote of the members present at the joint meeting. This appointment shall be made within thirty (30) days of the first regular meeting of the Planning Board in May of the year the appointment expires, except that the first appointment to this position may be made thirty (30) days after passage of this amendment, and in the case of resignation of an elected member, an Assiciate Member may be appointed thirty (30) days after the Town Clerk's receipt of the letter of resignation of an elected member. The Chairman shall designate the Associate Member to sit on the Board to act upon specific special permit applications when one (1) or more of the the above listed reasons limits the Board's ability to act as a Special Permit Granting Authority. The Associate Member shall sit as a member of the Board at the public hearing, including any continuances on the application, in order to participate in all discussions of the application during the decision making process, and to be recorded on all votes on the special permit application."

ARTICLE 20. It was voted unanimously that the Town appropriate the sum of $5,000 from the Fund Balance - Wetlands Protection Fees Reserved for Appropriation account established pursuant to Chapter 287, Section 54 of the Acts of 1989 to offset the operating budget of the Conservation Commission in Fiscal Year 1993. (Finance Committee Approved)

ARTICLE 21. It was voted that the Town Meeting authorize the following departmental revolving funds for the specific revenues and specific purposes outlined below for the fiscal year July 1, 1992 through June 30, 1993 pursuant to General Laws, Chapter 44, Section 53E(1/2):

A. Fees received by the Conservation Commission under the Town's non-zoning Wetlands Protection By-law may be placed in a revolving fund and may be expended by the Conservation Commission without further appropriation for the sole purpose of engaging the services of consultants and technical services relating to the administration and enforcement of the state's Wetland Protection Act and the Town's Wetlands Protection By-Law; provided that the total expenditures authorized by the Conservation Commission from this revolving fund during Fiscal Year 1993 shall not exceed $20,000.

B. Fees received by the Planning Board 1. under its Rules and Regulations Governing the Subdivision of Land; and 2. for Site Plan Approval under the Westford Zoning By-law may be placed in a revolving fund and may be expended by the Planning Board without further appropriation for the sole purpose of engaging the services of consultants and technical services relating to engineering and municipal planning activities of the Planning Board; provided that the total expenditures authorized by the Planning Board from this revolving fund during iscal Year 1993 shall not exceed $20.000. (Finance Committee Disapproves)

ARTICLE 22. It was voted that the Town accept a gift of land for Conservation Purposed from Cresthaven Development Corporation, 1550 Middlesex St., Lowell, MA said land consisting of approximately 24 1/2 acres shown as parcels 206, 206.2 and 206.2 and 228.10 on Westford Assessors' Map number 27, and further identified as "Parcel C" and "35' Wide Emergency Access Easement" (with the exception of "Pacel B") as shown on a Plan entitled "Apple Blossom Village" dated July 21, 1990 and recorded with the Middlesex North Registry of Deeds at Book of Plans 174, Plan 74; said land to be managed and controlled by the Conservation Commission for the promotion and development of the natural resources and for the protection of watershed resources of the Town as authorized by Section 8C of Chapter 40 of the General Laws. (Finance Committee Disapproves)

ARTICLE 23. It was voted unanimously that the Town authorize the Conservation Commission to purchase certain lands of King and Flato of approximately 6.74 acres in size located on Flagg Road, identified as Parcel 46, Westford Assessors' Map number 21 and further identified as "Lot B" as shown on a Plan entitled "Subdivision Plan of Land in Westford, Mass. (Middlesex County) Owned by : Stanley & Vivien M. Smith" dated May 21, 1985 and recorded with the Middlesex North Registry of Deeds at Book of Plans 151, Plan 13; said purchase to be made with funds from the Westford Conservation Fund in the amount of $106,450.00; said land to be managed and controlled by the Conservation Commission for the promotion and development of the natural resources and for the protection of the watershed resources of the Town as authorized by Section 8C of Chapter 40 of the General Laws. (Finance Committee Approved)

ARTICLE 24. It FAILED for the lack of a 2/3 majority (61 Yes 36 No) that the Town amend its Zoning By-Law as follows:

A. Change the title of section 5.1.1 from "PURPOSE" to "PURPOSE, APPLICABILITY, and PLANNNING BOARD DETERMINATION".

B. Add subtitle, 5.1.1.1 PURPOSE

C. Insert before the beginning of 5.1.2:

"5.1.1.2 APPLICABILITY

All projects involving the construction of single family residential units subject to regulation and approval by the Planning Board pursuant to applicable sections of Chapter 41, Sections 81k through 81gg of the Massachusetts General Laws commonly known as "The Subdivision Control Law" and meeting the minimum requirements of this section may seek approval through the provisions of this section. All projects involving the construction of single family detached dwelling subject to regulation and approval by the Planning Board pursuant to Section 81k through 81gg of the Massachusetts General Laws and involving the subdivision of 4 acres or more of land and/or the construction of 500 feet or more of roadway and located in the RA district shall submit application for open space residential development and conform to the requirements of this section.

5.1.1.3 PLANNING BOARD DETERMINATION

The Planning Board shall make a determination for all projects involving the subdivision of 4 acres or more of land and/or the construction of 500 feet or more of roadway and located in the RA district following a review of materials presented pursuant to Section 5.1.6 of this bylaw. The Planning Board may, in turn, require the application of this section generally or may waive the application to allow conventional subdivision."

D. Amend Section 5.1.3 by deleting the words "having a minimum contiguous area of ten (10) acres and".

E. Add new note to Section 3.3 TABLE OF USE REGULATIONS as follows:

"(5) Residential subdivisions in the RA district must comply with Section 5.1 of this bylaw if the minimum criteria defined in Section 5.1.1.2 are met."

F. Change Section 3.3 TABLE OF USE REGULATIONS as follows: Under Residential, change the row heading "Detached one-family dwelling" to "Detached one-family dwelling (5)".

ARTICLE 25. It was voted unanimously that the Town amend its Zoning Bylaw as follows:

Amend Section 5.1.3 Minimum Dimensional Requirements by deleting paragraph 4 as it currently reads and replacing it with the following language and graphic example:

"The mimimum yard requirements shall be those as set forth in Section 4.2, provided, however, that with the approval of the Planning Board, pursuant to the Definitive Subdivision Plan approval process, the yard requirements may be reduced or increased as shown by dashed lines identified as "Building Location Boundaries" on each such affected lot on the Definitive Subdivision Plan to be recorded at the Registry of Deeds, except that the front yard shall not be less than fifteen (15) feet.

(Planning Board Approved)

ARTICLE 26. It was voted unanimously that the Town amend its Zoning By-Law and the Zoning Map referenced therein to rezone all land abutting Howard Road to the north, west and south of said Howard Road currently shown on said Zoning Map as Industrial B District to Residence A District.

(Planning Board Approved)

ARTICLE 27. It was voted unanimously that the Town amend its Zoning By-Law and the map relating thereto by rezoning from a Business District to Residence A District the land on the southerly side of Groton Road being a portion of a parcel identified by records of the Westford Assessors as Parcel 51.1 on May 35, which portion of land to be rezoned is bounded and described as follows:

Northerly by said Groton Road two hundred (200) feet; easterly by land now or formerly supposed to belong to Joseph R. Connell et ux, two hundred (200) feet; southerly by land now or formerly on John L. and Catherine A. Connell, two hundred (200) feet; and westerly by land now or formerly suposed to belong to William J. Boisvert et ux, two hundred (200) feet.

(Planning Board Approved)

ARTICLE 28. It was voted unanimously to DISMISS the following article: That the Town adopt the following resolution:

WHEREAS; proper planning and an informed citizentry are essential tools in the process of insuring and improving the quality of life in the Town of Westford;

WHEREAS; the Town of Westford has historically and consistently acted with due deliberation and consideration in the exercise of its powers pertaining to land use and infrastructure activities;

WHEREAS; the last Comprehensive Master Plan was prepared and adopted approximately twenty years previously;

WHEREAS; the level of development activity and strain on existing physical and environmental systems in the Town of Westford have temporarily eased;

WHEREAS; the citizens of the Town of Westford wish to ensure that such development activity when resumed and accelerated does not diminish the Town's character and quality of life;

NOW THEREFORE, be it resolved that the citizens of the Town of Westford hereby direct the elected officials and the Town Manager to initiate action to cause an updated Comprehensive Master Plan to be prepared. Said plan shall take into account such studies and plans which have been prepared/conducted since the existing Master Plan was completed and shall invite the citizens of the Town of Westford to participate in all stages of its development.

ARTICLE 29. It was voted unanimously to DISMISS the following article:

That the Town hereby authorized and approves the filing of a petition with the General Court of the Commonwealth to seek special legislative authority to borrow an amount of funds to prepare an updated Comprehensive Master Plan, as follows:

WHEREAS; the citizens of the Town of Westford have by resolution, directed the Town officers to prepare an updated Master Plan for the Town;

WHEREAS; the expense for the preparation of such an updated plan cannot be totally accommodated in the proposed budget for the coming Fiscal Year;

WHEREAS; the Town, under the current statutes of the Commonwealth of Massachusetts, cannot issue general obligation bonds for this activity without further action of the legislative body;

NOW THEREFORE; be it resolved that the citizens of the Town of Westford direct the Board of Selectmen acting by and through the Town Manager to prepare a resolution in the form of a petition to the General Court of the Commonwealth to authorize by special and specific legislation, the so called bonding of a sufficient amount of funds for a term not to exceed five (5) years to allow the Town to prepare an updated Comprehensive Master Plan.

ARTICLE 30. It was voted unanimously to dismiss Article 30.

ARTICLE 31. It was voted unanimously to dismiss Article 31.

ARTICLE 32. It was voted unanimously that the Town hereby authorizes the Board of Selectmen to release a Public Trail Easement granted the Town of Westford by Bentley Building Corp. over land owned by Bentley Building Corp. located off Groton Road and known as the Woods Pond Subdivision. Said easement was recorded in the Middlesex North District Registry of Deeds in Book 5651, Page 68 on September 20, 1991, and was replaced by a new, substitute trail easement to the Town recorded with said Registry on November 21, 1991 in Book 5712, Page 51.

ARTICLE 33. It was voted unanimously that the Selectmen be and are hereby authorized and instructed to petition the General Court to pass an Act or enact home rule legislation which will permit the Town to borrow the sum of Fifty Thousand ($50,000.00) Dollars for the purpose of updating its Comprehensive Master Plan under the direction and supervision of the Planning Board; and, subject to the enactment of such legislation, that the sum of Fifty Thousand ($50,000.00) Dollars be raised and appropriated for such updating of the Master Plan; and to meet said appropriation that the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow the sum of Fifty Thousand ($50,000.00) under and pursuant to such act or legislation, or any other enabling authority, and to issue bonds and notes therefor. (Finance Committee Approved)

ARTICLE 34. It was voted unanimously that the Town appropriate from the Fund Balace - Excess Bond Proceeds for Minot's Corner Traffic Signals the sum of $61,020 for the purpose of purchasing Police Cruisers in Fiscal Year 1993.
(Finance Committee Approved)

ARTICLE 35. It was voted unanimously that the sum of Fifty Five Thousand ($55,000) Dollars be raised and appropriated for remodeling, reconstructing or making extraordinary repairs to the former Frost School building required in order to relocate and expand the Roudenbush Children Center Program, and to raise such appropriation that the Treasurer with the approval of the Selectmen, and subject to the approval of the Emergency Finance Board, is hereby authorized to borrow the sum of Fifty-Five Thousand ($55,000.00) Dollars under and pursuant to Chapter 44, Section 7 (3A) of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes therefor. (Finance Committee Approved)

ARTICLE 36. It was voted unanimously that the sum of Seventy-Seven Thousnad ($77,000.00) Dollars be raised and appropriated for remodeling, reconstructing and making extraordinary repairs to the former Cameron Schhol building required in order to create a Senior Citizens Services Center, and to raise such appropriation that the Treausrer with the approval of the Selectmen, and subject to the approval of the Emergency Finance Board, is hereby authorized to borrow the sum of Seventy-Seven Thousand ($77,000.00) Dollars under and pursuant to Chapter 44, Section 7 (3A) of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes therefor. (Finance Committee Approved)

It was voted to accept the following resolution:

WHEREAS, the Board of Selectmen have in the recent past voluntarily and unanimously foregone their salaries on behalf of the Westford community, and WHEREAS, we recognize that Westford hopefully may be reaching a turning point in its financial difficulties, be it resolved that voters, in appreciation of our Board's sacrifices, request the Board of Selectmen to place an article on the warrant at our next special town meeting to seek their full and just compensation as approved by the voters in Article 2 of the warrant for the May 9th town meeting, pending availability of funds.

ARTICLE 37. It was voted unanimously that the sum of Ninety-Four Thousand ($94,000) Dollars be appropriated to defray the purchase of the following departmental equipment and to raise such appropriation that the Treasurer with the approval of the Selectmen is hereby authorized to borrow the sum of Ninety-Four Thousand ($94,000.00) Dollars under and pursuant to Chapter 44, Section 7(9) of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes therefor:

Fire Department Radios/Pagers	$ 8,000	
Police Cruiser Radios	$ 12,000	
Two Highway Department Trucks	$ 43,000	
Grounds Department Mower	$ 16,000	
6 Microcomputers	$ 15,000	
		$ 94,000

(Finance Committee Approved)

ARTICLE 38. It was voted unanimously that the sum of One Hundred Fifty-Nine Thousand ($159,000) Dollars be raised and appropriated for reconstructing or making extraordinary repairs of the following projects and to raise such appropriation that the Treasurer with the approval of the Selectmen and with the approval of the Emergency Finance Board is hereby authorized to borrow the sum of One Hundred Fifty-Nine Thousand ($159,000.00) Dollars under and pursuant to Chapter 44, Section 7 of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes therefor:

Town Hall Heating/Air Cond. Improvements	$ 20,000
Fire Station overhead doors	$ 15,000
Replace Roof at Nabnasset Fire Station	$ 2,000
Gymnasium Floor at Robinson School	$ 32,000
Repave Parking Lot and Driveway at Abbot Middle School	$ 90,000
	$ 159,000

(Finance Committee Approved)

It was voted to adjourn the Adjourned Annual Town Meeting at 10:15 PM.

A True Record: ATTEST

Elaine V. McKenna
Town Clerk

TOWN OF WESTFORD

SPECIAL TOWN MEETING - OCTOBER 31, 1992

ADJOURNED SESSION - NOVEMBER 16, 1992

At a legal meeting of the inhabitants of the Town of Westford qualified by law to vote in Town affairs, held at the Abbot School on Monday, November 16, 1992 the following business was transacted:

Election Officers, using voting lists, acted as tellers at the doors. The attendance was 223. (A quorum of 211 was needed.)

William Kavanagh, Town Moderator, called the meeting to come to order at 7:35 PM.

ARTICLE 1: It was voted that the sum of Ninety Two Thousand ($92,000) be raised and appropriated for the purpose of purchasing departmental equipment for the Westford School Department, viz. microcomputers; and to meet such appropriation that the Treasurer, with the approval of the Selectmen, be and is hereby authorized to borrow the sum of $92,000 under and pursuant to Chapter 44, Section 78 of the Massachusetts General Laws, as amended and supplemented, or any other enabling legislation, and to issue bonds and notes therefor.

(Finance Committee Approved)

ARTICLE 2: It was voted unanimously that the Town amend the votes taken under Article 4 of the Annual Town Meeting on May 10, 1992 for the operation and maintenance of Town departments for the fiscal year July 1, 1992 through June 30, 1993 as follows:

Reduce Account No. 9450.40,	Comprehensive Ins.	$113,000
Reduce Account No. 9140.40,	Group Health Ins.	196,563
Reduce Account No. 3050.40,	School Dept. O & M	92,000
Reduce Account No. 7100.11,	Principal and Interest	10,000
Increase Acct. No. 9141.40,	Medicare Tax '93	9,000
Increase Acct. No. 4240.40,	Streetlights	6,000
Increase Acct. No. 4310.40,	Solid Waste Disposal	133,465
Appropriate to Acct 5430.40	Vets'. Svces. Contract	15,000
Appropriate to Acct 1230.40	Old Nab. School Exp.	900
Appropriate to Acct 6309.17	Rec. Clerical Wages	8,103
Increase Acct. No. 6309.40,	Recreation Expenses	5,185
Decrease Acct. No. 4310.40,	Solid Waste Disposal	69,550
Appropriate to Acct 4310.41	Recycling Expenses	69,550

(Finance Committee Approved)

ARTICLE 3: It was voted unanimously that the Town appropriate from the following available funds the sums listed below, to be deducted by the Board of Assessors under the provisions of General Laws, Chapter 59, Section 53, as amended, from the amount required to be raised by them for Fiscal Year 1993:

Free Cash	$266,967.00
Stabilization Fund	60,000.00
Sale of Lots	5,700.00
Perpetual Care	11,000.00
Whitney Trust	3,000.00
Wetlands Fees Reserved for Appropriation	5,000.00
Capital Fund-Edwards Beach Bath House	1,437.49
Capital Fund-Library Addition Project	828.57
Capital Fund-Sanitary Landfill Capping	10,743.77
Capital Fund-Roudenbush Septic System	567.98
Capital Fund-Westford Academy Smoke Stack	1,922.19

(Finance Committee Approved)

ARTICLE 4: It was voted that the Town accept the provisions of Section 48 of Chapter 133 of the Acts of 1992, a local option Early Retirement Incentive Program.

ARTICLE 5: It was voted unanimously that the Town accept the provisions of Mass. General Laws, Chapter 44, Section 53F(1/2) thereby establishing an Enterprise Fund accounting system for Westford Water Department operations effective July 1, 1993.
(Finance Committee Approved)

ARTICLE 6: It was voted unanimously that the Town transfer the sum of $12,500 from Account No. 4520.82, Master Plan Implementation to Account No. 4520.40, Water Department Operating Expenses for the purpose of implementing a Fixed Assets Accounting System for the Water Dept. (Finance Committee Approved)

ARTICLE 7: It was voted unanimously that the Town authorize the Conservation Commission to acquire an option to purchase or a right of first refusal in and to a portion or portions of the Farmer property, so-called, situated off Route 40 in Graniteville, as and for potential conservation, water supply protection, recreation, cemetery, and other potential municipal purposes; and for the purposes aforesaid and for the purpose of obtaining appraisals, consultant services and maps and plans of the parcel and similar professional services that the Conservation Commission, at its discretion be authorized to expend a sum not to exceed $100,000 out of the Conservation Fund. (Finance Committee Approved)

ARTICLE 8: It was voted unanimously that the Conservation Commission be and is hereby authorized to purchase a Conservation Restriction over 19.8 acres of land situated off Concord Rd. and now or formerly owned by Norman Nesmith, which includes public access as part of a joint permanent protection effort with the Massachusetts Audubon Society; said land be shown as "Remaining Land" on a plan entitled "Wayside Crossing, Definitive Subdivision Plan in the Town of Westford" dated, July 21, 1992; and that for the purpose aforesaid the Conservation Commission is authorized to expend the sum of $50,000 from the Conservation Fund.

(Finance Committee Approved)

ARTICLE 9: It was voted by secret ballot Yes 140, No 64 that the Town amend the Westford Town Charter as follows:

1. Add the following words to Section 9, second paragraph, first sentence prior to the words "Cemetery Commission":

   "Board of Assessors,"

2. Change Section 10, paragraph (c), second sentence to read:

   Terms and conditions of employment of the Library Director and Assistant Library Director shall remain with the Library Trustees.

3. Change Section 11, paragraph (d), second sentence to read:

   The Town Manager shall approve the award of all contracts for all Town Departments (with the exception of the School Department and Library) subject to approval of the Board of Selectmen.

4. Change Section 16 by deleting the words "Board of Assessors" from the list of Elected Town Officers.

5. Add the following paragraph (e) to Section 17:

   e. The incumbents serving as members of the Board of Assessors shall continue to serve in said offices for the balance of the terms for which they were elected. Upon the expiration of said terms of office or, if a vacancy shall sooner occur, the offices shall be appointed by the Town Manager in accordance with Section 9 of this act.

6. This amendment shall take effect upon approval by a majority of votes at the next Annual Town Election.

ARTICLE 10: It was voted unanimously that the Town accept the provisions of Massachusetts General Laws, Chapter 40, Section 8(H) thereby establishing a Recycling Commission in Westford as set forth therein.

ARTICLE 11: It was voted that the Town will amend Appendix "A" of the Personnel By-law of the Town of Westford by changing the Minimum and Maximum Salary for the position of Senior Librarian to read:

	Minimum	Maximum
Senior Librarian	$24,136	$32,299

(Finance Committee Approved)

ARTICLE 12: It was voted unanimously that the Town transfer the sum of $10,000 from Account No. 4520.82, Master Plan Implementation to Account No.4520.40 for the purpose of carrying out testing of the public water supply in accordance with the U. S. Safe Drinking Water Act in FY 1993. (Finance Committee Approved)

ARTICLE 13: It was voted unanimously that the Town will vote to transfer from Account No. 4520.40, Water Department Expenses the following sums to the accounts listed below:

Acct. No. 4520.15, Clerical Wages	$1,540
Acct. No. 4520.17, Maint. Worker Wages	2,152

(Finance Committee Approved)

ARTICLE 14: It was defeated that the Town enact the following by-law governing and restricting the use of "NEAR BEER", so-called in the Town of Westford:

Section 1. For the purpose of this chapter, the words "near-beer" or "non-alcoholic beverages" shall mean any liquid intended for human consumption as a beverage and containing alcohol of less than one half of one percent by volume at sixty degrees Fahrenheit and shall include, but not be limited to, any beer, spirits, wine, ale, or other liquid. "Alcohol" shall mean all alcohol other than denatured alcohol described in section three hundred and three A of chapter ninety-four of the General Laws.

Section 2. No person, firm, or corporation shall sell or offer to sell any near-beer or non-intoxicating beverages as herein defined to any person under the age of twenty-one years and any permitted sales hereunder shall be made only in retail establishments licensed under section fifteen of chapter one hundred and thirty-eight of the General Laws.

Section 3. No person shall purchase or procure any near-beer or non-alcoholic beverages as herein defined for sale, gift or delivery to any person under the age of twenty-one years.

Section 4. Penalty. Whoever violates any provision of this chapter shall be punished by a fine of $300.00 Dollars for each offense.

ARTICLE 15: It was voted unanimously that the Selectmen be and are hereby authorized to grant easements to the New England Telephone Co. at the site of the Abbot Elementary School, Depot Rd. and the site of the old Nabnasset Elementary School, Plain Rd.

ARTICLE 16: It was voted unanimously that the Town accept the provisions of Section 12 of Chapter 188 of the Acts of 1985 in relation to the Equal Educational Opportunity grant in the amount of $17,207.00 for the Nashoba Valley Technical High School for the 1992-1993 school year.

It was voted unanimously to adjourn the Special Town Meeting at 9:35 PM.

A True Record attest

Elaine Mckenna
Town Clerk

ZONING BOARD OF APPEALS ANNUAL REPORT

The Zoning Board of Appeals is a quasi-judicial body of five members and two associate members chartered under both State Law (Chapter 40A) and the Westford Zoning Bylaw to act in four primary areas:

VARIANCES

To hear and decide on petitions, regarding particular land or structures, to deviate from the provisions of the Bylaw. This is a serious matter in that the petitioner is seeking a sanction to violate the requirements of a Bylaw passed by at least 2/3 of those voting at Town Meeting. Accordingly, Chapter 40A requires that the petitioner show that very specific conditions for appeal are met and that neither the intent and purpose of the Bylaw, nor the public good will be harmed.

SPECIAL PERMITS

To hear and decide on petitions for uses specifically enumerated in the Zoning Bylaw, but requiring review and approval by the Board of Appeals. The petitioner must show that the general and specific provisions of the Bylaw are met, and that the use is "in harmony with the general purposes and intent of the Bylaw".

APPEALS

To hear and decide on appeals to a decision of the Building Inspector or his/her failure to enforce the Zoning Bylaw.

COMPREHENSIVE PERMITS

To hear and decide on petitions to build affordable housing units, and seek relief from specific requirements of our Zoning Bylaw under the State's "Anti-Snob Zoning Act", Chapter 774.

Our case load for this year remains at about the same level as last year, with 29 cases heard.

Variances (dimensional) for yard size or frontage	23 1 Denied
Special Permits for conversion of a single family dwelling for two or up to four families	0
Other Special Permits	3 1 Denied
Appeal of decision of Building Commissioner	0
Cases Withdrawn by Petitioner	1

The Board welcomes testimony from Town Boards and interested citizens, it addition to that of the parties directly in interest, in order to obtain the broadest input in reaching its decisions.

A matter of continuing considerable concern is the lack of clear house number identification, in violation of Town Bylaws, that is very wide spread throughout town and was noted in last year report. Nothing has changed, unfortunately. For our Board, it is a matter of relatively small importance if we have difficulty trying to find a property to preview before a Hearing. Our main concern is for our ambulances, fire and police services. In this case seconds count. People can suffer increased injury or loss of life if emergency services can't immediately find the right house. The situation is particularly critical in the case of common drives (the end of the drive, each fork and each house should have clear number designations) and some should be large (the Bylaw specifies 2 inches minimum), clear (not script or stylized), the plainly visible from the road (not hidden by bushes, placed in unusual locations and not in a low contrast color that is hard to distinguish from the surface it's mounted on). Having the numbers on the mail boxes as well will be a help in an emergency.

Our emergency service providers are among the most capable and committed to be found, but they need help from all of us. A half hour's time and a few bucks expense will be well repaid when literally seconds count and a person's life and well being are in the balance.

The Board would like to thank Bob Tierney for his years of service on the Board. His input has enhanced the diversity of opinion and his insights have been valued. It should be noted that Bob has also contributed to the Town be constructing the first privately contracted affordable housing in the town, making a beginning at broadening the housing stock in Westford.

Respectfully submitted,

John Cadigan, Chairman
Ronald Johnson
Roger Hall
Ellen Doucette
Jay Enis
David Earl, Associate
Sam Frank, Associate

BOARD OF ASSESSORS

YEARS ACTIVITIES

In last year's report we described the computer crash with the apparent loss of all the property data stored in the computer. We stated that recovery efforts were under way and that it appeared that most of the data was salvageable. As it later turned out, after several unsuccessful attempts by various vendors to recover the data and after the expenditure of a considerable amount of money, the Board decided that further efforts to recover the data would not be cost effective and the effort should be abandoned. The Board had been contemplating converting to the state-supported computer aided mass appraisal (CAMA) system within a couple of years; since it was going to be necessary to re-enter all the property record data, it was decided that the switch over should be made immediately and the data entered into the new computer system. After several mishaps and delays in getting the new system up and running - unanticipated but not unexpected - the data entry was completed in October.

The triennial recertification was due this year. The commercial/industrial/personal property valuation was contracted to RRC; the residential revaluation was performed by the Assistant Assessor. Delays were experienced in state approval of the data and formal recertification, requiring the issuance of a third-quarter estimated tax bill again this year. Values have continued to decline.

The Board instituted a new approach to updating the Assessors' maps this year. Instead of a continuing sole-source contract with the company who did the original digital mapping in 1990, a competitive contract was signed for a three-year period. The amount for annual map updates can not be budgeted exactly from year to year.

Kevin Burke and Rod Young were awarded the professional designation of Massachusetts Accredited Assessor by the Massachusetts Association of Assessing Officers, making the Westford board one of the few in the state with all members having the MAA designation.

Dave Stusse decided not to run again. Mike Rogers was elected to replace him.

STATISTICS

Chapter 61/61A/61B. On January 1, 1992, there were 61 parcels containing 2,956 acres under the forestry, agricultural/horticultural , and recreational land tax incentive provisions of the Massachusetts General Laws. In 1991 there were 61 parcels containing 2,046 acres under these provisions.

Exemptions. In fiscal year 1992 we granted 232 statutory exemptions from property taxes (veterans, elderly, blind, etc.) worth $67,995. In fiscal 1991, 243 exemptions were granted for a total of $73,050.

Abatements. In fiscal year 1992, 215 requests for abatement of commercial, industrial, residential and personal property taxes were filed; 68 were granted, resulting in a total refund of $81,060. There were 22 appeals filed with the Appellate Tax Board which are not expected to be scheduled for hearings until at least next summer. In fiscal 1991, 431 abatements were filed and 85 granted, for a total of $55,024. There were 52 ATB appeals filed; settlements and ATB rulings in favor of the taxpayer resulted in an additional $20,100 in tax refunds.

It is expected that the revaluation will be certified by the state in February; when complete, a copy of the valuation data will be available at the Assessors' Office and in the Library.

Respectfully submitted by:

Rodney G. Young, Chairman
Kevin A. Burke
Michael D. Rogers

REPORT OF THE BUILDING COMMISSIONER 1992

PERMITS ISSUED.....2039

FEES COLLECTED IN 1992.....$203,129

Dwellings	184
Additions	70
Renovations/Remodel	64
Antenna	2
Decks	57
Barns	1
Sheds	30
Woodstoves	21
Reroof	31
Siding	15
Garages	24
Demolitions	9
Pools	11
Signs	15
Commercial Renovations	20
Foundations	22
Tents	8
Chimney	2
Place of Assembly	28
Plumbing Permits	421
Gas Permits	423
Electrical Permits	551

Respectfully submitted,

Leo T. Daly
Building Commissioner

BY-LAW ENFORCEMENT OFFICER

Dogs Impounded	90
Dogs Loose	193
Dogs Lost	168
Dogs Killed	20
Dogs Barking	27
Dog Bites	13
Dogs Harassing Walkers	4
Dogs Disposed Of	8
Dogs Adopted	18
Leash Law Citations	12
Cat Bites	8
Cats Killed	48
Cats Lost	41
Cats Found	39
Skunks	21
Squirrels	17
Raccoons	179
Possums	22
Woodchucks	13
Beavers	5
Rabbits	6
Coyotes	1
Deer	19
Animals taken to Veterinarian	3
Fox	9
Junk Cars	11
Misc.	15

My thanks to all Departments for their assistance this past year. The Office of the By-Law Enforcement is now operating full-time after a year of half-time.

The incidence of rabies in Massachusetts has risen from 0 to 40 cases reported in 1992. It is believed that several hundred cases will be detected and reported in 1993, mostly in raccoons but also skunks, woodchucks, bats, fox, possum and in some domestic animals. One case of rabies in a bat was found in Westford in 1992.

The Rabies Clinic was held at the Center Fire Station in April and November. More than 250 dogs and cats were inoculated. It is now law that cats be inoculated for rabies as well as dogs. Because cats are nocturnal and may be in contact with skunks and raccoons it is very important that they be immunized. Two Rabies Clinics are planned for March and October of 1993. Please try to have your animals at one of these clinics or see your vet.

Respectfully submitted,

George S. Fletcher
By-Law Enforcement Officer

CEMETERY DEPARTMENT

Our four Town Cemeteries encompass nearly fifteen acres of land. Under the supervision of our Cemetery Superintendent, Paul Baxendale and the Cemetery Commission the history, character and beauty of these sites has been maintained and enhanced. Among our accomplishments was the completion of the restoration of the Gazebo at Fairview Cemetery by the students of Nashoba Valley Technical High School. We would like to express special thanks to James R. Carmichael who generously plants the gardens on each side of the main gate of Fairview.

This past year there have been thirty full burials, four cremations, and a total of forty-eight graves sold. The Cemetery Department operates under Chapter 114 of the Massachusetts General Laws.

For several years the Cemetery Commission has reported on the need for more cemetery land. Currently, the number of grave sites available for purchase is : 120 Fairview Cemetery (located at the corner of Tadmuck and Main Street); 50 Wright Cemetery (located on Route 40); 65 Hillside Cemetery (located on Nutting Road); and 240 Westlawn Cemetery (located on Route 225). On average 50 plots are sold each year most of them in Fairview Cemetery. At this rate it will not take long to exhaust the plots remaining in Fairview Cemetery. With this situation in mind, the Cemetery Commission is prohibiting the sale of pre-need plots in Fairview. The exception will be the sale of an adjoining plot at the time of purchase of a plot for a deceased loved one. The Cemetery Commission continues to keep the Town aware of the need for more cemetery land.

Respectfully Submitted,
The Cemetery Commissioners

Brian Vaughn
Barbara Greenslade
Karen Ann Campbell

CONSERVATION COMMISSION

The gradual improvement in the economy is reflected in the increased workload of the Conservation Commission in 1992. The number of filings for new projects increased, and actual construction of previous projects requiring Commission inspections commenced at an accelerated rate.

Statistically the work of the Commission is reflected as follows: 14 Requests for Determination were administered, 57 Public Hearings were held, 298 site inspections were conducted, and 8 Enforcement Orders were issued.

The scaled down measure of development projects compared to the mid 80's is reflected in the fact that the large majority of the filings were for single family residences or additions to existing homes. The largest project the Commission considered was a nine lot subdivision known as "Wayside Crossing" located off Concord Road.

Enforcement activities involved stopping work on projects where work was being conducted in wetlands either in violation of requirements of Orders of Conditions or without the required permit. Fortunately the violations were fairly minor in nature and, in most cases, were stopped before they caused any substantial damage to wetlands resources.

In the area of open space acquisition and preservation, final approval was received for a permanent Conservation Restriction on 8 acres of land associated with the "Jarvis Estates" subdivision located off Griffin Road. This area is directly adjacent to already restricted land and has created an area high in value for wildlife habitat and passive recreation. Conservation Restrictions are one way to retain ownership of a property while reducing its tax burden, and the Commission office is more than willing to provide substantial assistance to landowners interested in preserving their land in its natural condition. Interested persons are urged to contact the Commission at 508-692-5524.

The Commission received authorization at annual town meeting to negotiate for the purchase of approximately 6 acres of land owned by King and Flato on Flagg Road, adjacent to a 40 acre parcel of town land. At a special Town meeting later in the year the Commission was authorized to contribute $50,000.00 from the Conservation Fund toward a purchase of approximately twenty acres of land associated with the "Wayside Crossing" subdivision by the Massachusetts Audubon Society, to add to their existing adjacent 130 acre ownership. In return for this participation, Massachusetts Audubon Society has agreed to grant public access to the trails on the property and to place a permanent Conservation Restriction on the area.

In the area of long term planning for open space acquisition, the Commission's Open Space Report Committee continued to work throughout the year on an updated Open Space Report, a sophisticated analysis of existing resources, citizen goals and expectations and town needs. In addition to being a valuable planning aid, this report is required to qualify for state and federal grants for open space land acquisitions. In related activities Commission members were active in the Stony Brook Committee which is pursuing the protection of 500 acres of land in and around Stony Brook, south of Groton Road, between North Street and Nutting Road. This area has been identified as having some of the highest combination of resource values. The area has high potential value for water resources, protection of wildlife habitat and scenic resources, as well as for development of active and passive outdoor recreation. Special Town Meeting authorized the expenditure of up to $100,000.00 in studies in relation to a potential purchase of approximately 180 acres of land located off Groton Road.

In a related activity, the Commission was active in cooperating with the Massachusetts Department of Environmental Protection's Stony Brook Sub-basin Resource Protection project, which as part of its goals worked toward development of a model well-head protection bylaw to provide suitable and consistent regulation for development within the aquifer district that provides water to Westford and a number of communities within the Stony Brook Basin. As part of the project, DEP has developed and produced an impressive series of computer generated resource maps of the sub-basin, which may be seen at the Commission's office. In addition the DEP has assisted the Water Department with identification of the protective zones required around Town Wells and has provided valuable recommendations for improvements to the Town's Water Resource Protection Bylaw. By year's end a draft of a Comprehensive Water Resource Protection Bylaw had been developed.

During 1992 the Westford Rotary Club completed a canoe landing on Commission property on River St. which has improved access to a remarkably beautiful stretch of Stony Brook. The Commission would like to extend its deepest gratitude to the Rotary Club for this valuable contribution to the community.

The Forge Pond Restoration Project came up against another delay. The new water level control structure necessary in order to carry out a winter drawdown to control nuisance weeds was completed early in the year and the drawdown was commenced on October 15. Unfortunately, after only 15 inches of drawdown, a private shallow well serving a dwelling on the Pond in Littleton failed because of

the corresponding drop in the level of groundwater, while several others began to experience difficulty. This came as a complete surprise to the Commission. In all the years of investigations, particularly in reference to several unintentional drawdowns over the past few decades, no well problems had been reported until the lake went down below three feet. Under the Order of Conditions from the Littleton Conservation Commission, Westford had no choice but to stop the drawdown and restore the water levels to protect the wells. The Commission is urging the Littleton Conservation Commission to develop a program to encourage owners to improve their wells. This phase of the project must remain on hold until this occurs.

The Forge Pond project has a second phase that is not dependent on drawing down the Lake. It is what is known as a "Hypolimnetic Withdrawal" phase. It essentially involves placing a siphon on the bottom of the lake at the lowest, most polluted portion, siphoning the poor water over the dam. Over time this withdrawal will flush out the pollutants that cause the algal blooms and related discoloration of water and odor problems. The Commission feels that this has a high potential to positively affect the quality of the lake and that the temporary set back with the drawdown program should not discourage us from proceeding to implement this phase. It is hoped required environmental studies and permitting can be completed for this phase within the next year.

The Commission accepted with regret the resignation of long term member William McClellan during 1992 and welcomed the appointment of Paula Fischetti to fill the resulting vacancy. The Commission would also like to extend its thanks to University of Lowell student Dianne MacKinnon who performed valuable support work for the Commission office as an intern as part of a program in environmental science from the university.

As always, volunteer and individual efforts are of continuing and growing importance to conservation efforts in a time of shrinking budgets. The Commission would like to take this opportunity to express its deepest appreciation to Town residents and officials for their support in protecting natural resources and preserving open space.

Respectfully submitted,
Mary R. Morton, Chairman
William W. Beck, Jr., Vice Chairman
Patricia P. Loring
Chester Cook
Thomas Paul
Anita Pollak
Paula Fischetti

COUNCIL ON AGING

STAFFING
Presently the Council on Aging (COA) has two Town supported employees: a full-time Elder Services Director and a half-time Senior Aide. This year we bid a fond farewell to our first coordinator, Helen Dudick, and welcomed aboard, Joanne Sheehan, as our new Director in August 1992. Livia DeMarino has been our wonderfully capable Senior Aide for nine years.

In December we received a Title III Grant from Elder Services of Merrimack Valley that extended the services of Hazel Evans as a telephone worker/volunteer coordinator.

A Formula Grant provides funds for three hours a week of janitorial services which are performed by Otto Michaels.

Earle Cronan and Dorothy Lorentzen provide senior aide services funded through a federal program and administered by Elder Services of the Merrimack Valley. The energy and enthusiasm provided by them is shared by many.

The COA is appointed by the Board of Selectmen with a overall goal of improving the quality of life for Westford residents who are aged 60 or older. The Council provides services, advocacy and information as briefly outlined below. For more detailed information please contact the Elder Services Director Joanne Sheehan at 692-5523.

OUTREACH
One of the primary functions of the COA is to assist elders with problems, questions and difficult situations. The Council has an Elder Services Director and Senior Aides who can provide assistance, information and referral services to elders needing help with social security, insurance, housing, welfare, nutrition, transportation, fuel assistance, etc. Outreach assistance may be obtained by calling or visiting the Senior Center. Home visits may be arranged by appointment.

REFERRAL
The Elder Services Director can assist elders and their families in referring them to services not offered through the COA. Such referrals can include:

* Home Care Services: to assist older adults to remain in their own home. Eligibility guidelines are based on age, need and financial circumstances. Services include: case management, chores, emergency shelter, homemaker, home health aide, personal care and protective services.
* Adult Day Care: Includes adult day health and social day care.
* Alcohol Treatment
* Alzheimer's Disease

* Suicide Prevention
* Nursing Home Placement
* Hospice Programs

NUTRITION

The COA sponsors the following programs:

* Congregate Meals: congregate meals are available five days a week at the Senior Center in Westford. The cost is $1.25 per meal, and you must call two days in advance. The number is 692-4480.
* Home-Delivered Meals: this program is federally funded to provide hot meals, five days a week, to homebound elder Westford residents. Cost is $1.25 per meal; call the Senior Center for more information and referral.
* Surplus Food: surplus food is a federal program that distributes food to elders and low-income Westford residents. Food is distributed approximately three times per year.

HEALTH

The following health services are available to Westford elders:

* Adult Maintenance Clinic: 2nd Tuesday of every month at Roudenbush Community Center.
* Vial of Life Kits: available from Board of Health or Senior Center.
* Well Elder Clinic: sponsored by the Lowell Visiting Nurse Association - at the elderly housing and Senior Center on the fourth Wednesday of the month 8 - 10 AM.
* Flu and Pneumonia Vaccines: available in the Fall.
* Hearing Tests: available the 2nd Tuesday of every month at Roudenbush.
* Podiatry Clinic: 2nd Wednesday of every month at the Senior Center, appointments necessary.
* Medical Equipment: the Senior Center has available for borrow such items as wheelchairs, walkers, commodes, canes crutches, etc.

SENIOR CENTER ACTIVITIES

The Senior Center offers the following activities:

* Speakers: guest speakers address topics such as estate planning, Alzheimer's Disease, stress, etc.
* Activities: bridge, bingo, games, whist, exercise classes and other similar activities on an on-going basis.
* Arts and Crafts: arts and crafts projects, knitting and crocheting classes. A quilt committee works on quilts to raffle at Senior Center fund raising events.
* Support Groups: the Center offers support groups throughout the year in areas such as bereavement, depression, living with cancer, etc.
* Trips: the COA sponsors special events such as luncheons and parties, and such activities as the Governor's Cup.

* Drop-in Center: the Center is open Monday through Friday from 8 AM to 4 PM, for people who care to drop in and visit.

RESPITE CARE
The respite care program provides supervisory care and attention to isolated and/or convalescent elders to allow family a time of relief from daily routine. Call 251-8491 for more information.

LEGAL SERVICES
The COA can refer you for assistance with legal issues such as consumer protection, evictions, food stamps and other similar problems.

TRANSPORTATION
Transportation is available to Westford elders through the Road Runner for shopping, medical appointments, recreation, etc.; availability is limited; call 448-2071 for more information. A shopping bus to Purity Supreme, Chelmsford, runs on Friday mornings, from specific sites, courtesy of Purity Supreme. The COA has volunteers who can provide rides depending on locations and times.

NEWSLETTER
The COA publishes a monthly newsletter which is mailed to all Westford Seniors to keep elders up-to-date. The distribution of the newsletter is made possible in part by a grant from the Massachusetts Executive Office of Elder Affairs.

IDENTIFICATION CARD
The COA sponsors several community action programs, including the following:

* Fuel Assistance: provides subsidies for low-income elders to help pay for fuel costs.
* RSVP: Retire Senior Volunteer Program.
* Foster Grandparents
* Senior Companions

ELDERLY HOUSING
Westford has 2 complexes for the housing of the elderly and disabled. Call 692-6011 for more information.

FLETCHER LIBRARY BOOKMOBILE
The Bookmobile makes regular stops at the elderly housing complexes and the nursing home; it also makes home stops by appointment; call 692-5555 for the schedule.

WHIST AT ROUDENBUSH
Roudenbush Community Center offers Whist on Thursday mornings from 9 AM to Noon.

GOLDEN AGE CLUB OF WESTFORD
A social and recreational club for elders that meets the last Monday of every month at the Franco American Club.

LONG RANGE PLANS
On December 16, 1992 the Town of Westford was awarded a Massachusetts Small Cities grant for $190,008 by the Executive Office of Communities and Development for rehabilitation of Cameron School into a senior center. Town Meeting in May 1992 authorized a $77,000 bonding article and with gifts from the Rotary club, Friends of the Senior Center, Newcomers Club and the John Urbanicak Memorial Fund, we were able to successfully compete for this grant. Westford was one of the seven communities chosen from thirty-seven applications throughout the state. The COA is delighted and honored that the Town of Westford is a recipient of such an award. We wish to thank all those who worked so hard on this project.

Moving to larger quarters will enable the COA to present more programs and activities for the elderly. We will be able to run more than one program at a time. Parking facilities will be better and with the addition of a Lounge we hope to increase our drop-in clientele.

The COA remains dedicated to addressing the needs of the elderly in Westford.

Respectfully Submitted,

Joanne Sheehan, Elder Services Director

The Council on Aging
Mary E. Smith
Helena M. Crocker
Cecilia A. Healy
Richard McNeil
Noel Rainville
Robert Tierney
Earl Woodbury

WESTFORD FIRE DEPARTMENT CALLS 1992

Ambulance	700
Requests for ALS	185
Assistance	47
Appliance	14
Boiler Problem	2
Bomb Threat	2
Box Alarms:	
Trouble	198
False	125
Tests	394
Brush and Grass	14
Building	4
Car and Truck	20
Checkerboard Tests (Civil Defense)	4
Chimney	4
Complaints	8
Downed Wires	4
Electrical Problems	12
False (telephone)	22
Fire Drills Schools Recorded	79
Fire Watch	3
Fire Works	2
Gas Grills	3
Gas Leaks	12
Investigation (smoke)	31
Machinery	6
Non-Permit fires (illegal)	28
No School Signal	2
Oven	9
Power Outage	14
Railroad Ties	1
Rescue:	
Auto	12
Rubbish	8
Washdown	5
Water Problem	3
Agricultural Burning Permits	9
Blasting Permits	41
Blasts Monitored	219
Domestic Burning Permits (brush only)	1474
Outside Cooking Permit	18
Fire Alarm Inspections:	
26F (resale/refinance)	404
26B (new construction)	238
Oiler Burner Inspections	18
Various Other Permits	65
Regional Haz-Mat Drills	2
Haz-Mat Incidents	10

MUTUAL AID

TO:	Groton	2 (Ambulance) 1 (Fire Company)
	Littleton	8 (Ambulance) 2 (Fire Company)
	Lowell	1 (Fire Company)
	Tyngsboro	2 (Fire Company)
FROM:	Carlisle	1 (Ambulance)
	Groton	1 (Ambulance)
	Littleton	3 (Ambulance)
	Med-Flight	1 (Helicopter)

WESTFORD BOARD OF HEALTH ANNUAL REPORT 1992

Following the Town Election in 1992, the Westford Board of Health voted to organize as follows:

Chairman:	Charles Colburn, M.D.
Vice Chairman:	Lou Ashley
Secretary:	Mike Ingalls
Members:	Jeff Johnston
	Edward McCusker

Both Louis Ashley and Mike Ingalls were re-elected to the Board of Health in the May Town Election. This will be the second consecutive term for both members.

The Board of Health is supported by the following positions:

Sanitarian/Health Agent
Director of Nursing Services
Administrative Secretary

The Board of Health is also supported by the following part-time positions:

Assistant Sanitarian
Pump and Well Inspector
Animal Inspector
Animal Bite Inspector
Stable Inspector

As the recession continues, Westford, once again continued to see accelerated growth in 1992. According to the Building Department records there were 184 new housing starts between January 1, 1992 and December 31, 1992. This represents a 33% increase in building activity over calendar year 1991.

Some of the larger projects which kept the Board of Health busy, were the construction of two Waste Water Treatment Facilities one at the Blanchard Middle School and the other at the Hitchinpost Green Subdivision on Howard Road. A good deal of time was also spent monitoring the construction of the sewage disposal system at the new Westford Nursing Home on Park Drive. While the development and construction of existing subdivisions continues, several new subdivisions were approved in 1992 including Churchill Court, Wayside Crossing and Chestnut Woods. The Orchard Hill subdivision located off Boston Road was also in the process of gaining approval in 1992.

As the result of Raccoon rabies outbreak in the mid-atlantic states which has recently reached Massachusetts, George Fletcher, Animal Inspector, for the Westford Board of Health, set up two clinics for town residents to vaccinate their pets against rabies. In April a total of 145 pets were vaccinated and in November, a total of 115 pets, mostly cats were vaccinated. It is important to vaccinate cats against rabies. Because they are hunters by nature, cats are the most likely bridge between humans and rabid wildlife.

Our food inspection program has become more sophisticated through the efforts of Pamela Ross-Kung, Food Service Inspector for the Westford Board of Health and town residents have a variety of nice places to eat which are both clean and sanitary.

We continue to offer through our Director of Nursing Services/Town Nurse, a wide range of programs for all segments of the population. Various health screenings, clinics and educational seminars were scheduled throughout the year. Development of a comprehensive AIDS education program for our community was time consuming, but accomplished much. A more detailed report of activities follows in the nursing report.

Substance Abuse Prevention Coordinator Barbara Estabrook completed tabulating a substance abuse needs assessment survey for high school students in the Fall of 1991. Estabrook presented the results to the Board of Health and the School Committee in January and February 1992. Six Hundred (600) students responded to the survey; most reported some use of alcohol, in numbers comparable to state and national statistics. Use of other drugs was reported by fewer students, and was lower than state and national levels. The data collected is being used for program planning.

Other substance abuse prevention efforts included publication of a newsletter for parents of school children, and informational brochure for the community at large, parent skills training courses, parent discussion groups, and consultation with individuals and organizations. Westford churches have been assisted in the development of their first jointly-sponsored program for substance abuse prevention, a discussion program for middle school parents. A special program on alcohol and the family for middle school students, parents, faculty and staff is being funded for the 1992-1993 school year by a mini-grant from the Governor's Alliance Against Drugs.

As we enter 1993, the Board of Health continues its efforts to insure and maintain the quality of life in Westford.

FEES COLLECTED FOR THE YEAR ENDING DECEMBER 31, 1992

LOT TESTING	$32,675
SEPTIC PERMITS	10,400
HAULER AND INSTALLER PERMITS	3,650
FOOD SERVICE PERMITS	4,725
MILK LICENSES	70
FROZEN DESSERT LICENSE	20
BEACH AND POOL PERMITS	450
CAMPING/HOTEL/MOTEL PERMITS	200
PUMP AND WELL PERMITS	3,680
STABLING AND PIGGERY PERMITS	80
CHOLESTEROL SCREENINGS	664
IMMUNIZATIONS	406
LEAD TESTING	869
DENTAL SCREENINGS	640
MISCELLANEOUS	123
TOTAL FEES TURNED OVER TO THE TREASURER	$58,654

DENTAL SCREENING STATISTICS

Grade 2		Grade 4		Grade 6	
Eligible	248	Eligible	242	Eligible	226
Participated	56	Participated	44	Participated	26
Referred	41	Referred	35	Referred	20

HIGHWAY DEPARTMENT

I am pleased to submit the annual report of the Highway Department.

The following work was done by the Highway Department during 1992 and 1993 as of January 21, 1993.

TOWN ROADS

In FY 1993, 6,471 tons of Bituminous concrete and 1,300 of 3/8 gravel was used on repair and maintenance of Town Roads.

BETTERMENT

Willow Road construction was completed in the fall of 1992.

ROADS RESURFACED

The following streets were resurfaced with Bituminous Concrete or treated stone and asphalt.

Chip Seal Treated Stone	Sq. Yds.	Bituminous Concrete	Sq. Yds.
Bayberry	5621	Willow	1668
Old Homestead	9062	Jonas	768
Longmeadow	5486	West Prescott	6936
Country Road	10107	Carlisle	4262
Fletcher	1868	Acton Road	28176
Beaver Dam	7915		
Heywood	5145		
Court	5961		
Palace	2239		
Crusade	4895		
Fairview	5017		
Dana Drive	2456		
Tadmuck Lane	4301		
Sycamore	2234		
Salem	3075		
Newport	11373		
Dunstable	4800		
Cold Spring	24622		
Lyberty Way	3919		

DRAINAGE TOWN ROADS

Forge Village Road	Replaced Culvert
Stony Brook & Main	Install Drainage, 1 Basin
Stony Brook & Lowell	Install Drainage, 2 Basins
Providence by Jester	Replaced Culvert
MacQuarrie to Forge Village Rd.	Drainage from Manhole to Basin Installation
18 Nutting Road	Drainage, 1 Basin
103 Depot	Install Leach Basin
Third St.	Install Leach Basin
Lowell Road	Repaired Culvert

WEST STREET

Drainage installed; basins 15; man holes 9; pipe footage 1,300 ft. plus pipe; connecting catch basins to manholes; concrete headwall constructed at culvert; complete restructure of 1,300 feet of West Street; widening of drainage; new base and pavement; granite curb; sidewalk; finish surface and shoulders will be finished in the Spring of 1993.

SNOW AND ICE REMOVAL

In the snow and ice control program 2,451 tons of sand and 866 tons of salt were used on Town Roads in the interest of public safety, and in an effort to maintain free flowing traffic.

Following are the times the Highway Department was called out to treat or plow the Town Roads:

Feb. 14, 1992	Snow 3.5 inches	Salt/Plow/Sand
Feb. 15, 1992	Sleet/Freezing Rain	Salt/Sand
Feb. 20, 1992	Black Ice	Salt/Sand
Feb. 25, 1992	Light Snow	Salt/Sand
Feb. 29, 1992	Light Snow/Ice	Salt/Sand
Mar. 3, 1992	Light Snow/Sleet	Salt/Sand
Mar. 19, 1992	Snow 3 inches	Salt/Plow/Sand
Mar. 28, 1992	Snow 4 inches	Salt/Plow/Sand
Now. 17, 1992	Light Snow	Salt/Sand
Nov. 18, 1992	Ice Conditions	Salt/Sand
Dec. 5, 1992	Light Snow	Salt/Sand
Dec. 11, 12, 13	Heavy Snow 19 inches	Salt/Plow/Sand
Dec. 25, 1992	Snow Squalls	Salt/Sand
Dec. 28, 1992	Black Ice	Salt/Sand
Dec. 31, 1992	Ice	Salt/Sand
Jan. 3, 1993	Black Ice	Salt/Sand
Jan. 12, 1993	Light Snow	Salt/Sand
Jan. 12, 1993	Snow 3 inches	Salt/Plow/Sand
Jan. 13, 1993	Snow 7 inches	Salt/Plow/Sand
Jan. 15, 1993	Light Snow	Salt/Sand

Regular maintenance and repair of Town Roads consisted of cleaning and repairing of catch basins and manholes, the cutting of brush on the sides of the roads, repair of guard rails, patching and sweeping of roads and municipal parking lots. The Highway Department also grades all Town gravel roads, installs berm and curbing cuts and clears trees from roadways during and after storms.

PARK DEPARTMENT

This year the Whitney Playground, Town Commons, Monuments, Library, Graniteville, Forge Village, Nabnasset and Parkerville ball parks were limed and fertilized. All shrubbery was trimmed and the grass cut and raked. Leaves were picked up around the common and parks this fall.

For Memorial Day, geraniums were placed on the Town Commons and on the Monuments.

Sand was hauled into Edwards Beach and Forge Village Beach.

I wish to express my sincere thanks to the Board of Selectmen for their full cooperation and to all members of the Highway Department, who have been most cooperative. In addition, my thanks to the members of the Police Department.

Richard J. Barrett, Jr.
Superintendent of Streets

WESTFORD HOUSING AUTHORITY

The Westford Housing Authority (established in 1971) is the local body responsible for the expenditure of State and Federal housing grants. We currently own and manage 48 units of elderly housing at 65 Tadmuck road, 25 units of elderly at 7 Cross and 7 Church Streets (Sargent School), and 6 units of low income rental family housing, also located in Graniteville. Our housing programs are totally self sufficient, requiring no monetary contribution from the Town.

The Board of Commissioners of the Housing Authority is made up of four commissioners who are elected by the Town and one who is appointed by the Governor of the Commonwealth. Length of term is five years.

Representative Geoffrey D. hall, a member of our Board, resigned his position in May of 1992. In the May Town election, Mr. William S. McKenna, was elected to fill the remainder of this unexpired term.

At the annual restructuring meeting of the Housing Authority Board of Commissioners held in June, 1992, members were elected to the following positions:

David R. Cote, State Appointee and Chairman
Carol Engel, Vice Chairman
Robert J. Ferreira, Treasurer
William S. McKenna, Asst. Treasurer
Alfred (Pete) Wilson, Member

The Housing Authority's top priority for 1992 was to identify potential parcels of land on which to build additional family housing. The need for this type of housing continues to increase as many Westford families with legitimate need have been added to our waiting list. With only six units available, their chance of being offered safe, decent and affordable rental housing is practically nil.

In an effort to locate such a site several avenues were pursued. All Town owned land was investigated through the Assessors records. Several of these parcels were identified as possibilities. We also did a mailing to any business or individual who might know of a potential site. So that the general public would become aware of our needs, we met with several Town boards and also published articles in the Westford Eagle.

Once we have obtained a suitable site, the Farmers Home Administration (a federally funded program) is available for funding.

The Executive Office of Communities and Development has issued an inventory of subsidized housing to each Town. Westford currently contains 112 subsidized units, only 99 of which are covered by the Chapter 774 anti-snob zoning law. This law states that at least 10% of each Town's housing should be affordable. Whether or not a Town reaches, or is making an effort to reach, this goals can affect the amount of State grants and reimbursements it may receive. It is, therefor, in Westford's best interest to commit itself to the cause of building safe, decent and affordable rental units for its low income residents.

Our 48 unit elderly complex located at Tadmuck Road has begun to show the wear and tear of almost twenty years of occupancy. A concerted effort was made during 1992 to upgrade worn out plumbing fixtures that were part of the original construction. We have also begun to look at the replacement of roofs and trim at this location.

One unexpected modernization came in August of 1992 when the septic system at 65 Tadmuck Road failed. The system was treated with hydrogen peroxide to open clogged aeration tubes in the leaching fields. This method was successful and will hopefully add many more years to the system's life expectancy.

To protect our initial investment at the Graniteville Housing complex, we contracted with a landscaper to evaluate and correct some of the existing deficiencies. The results of this effort will help to insure that the lawns and plantings will remain healthy and viable for years to come.

A long standing problem with lighting fixtures in elderly housing at the Sargent School was corrected by replacing existing equipment with more energy efficient and cost effective units.

As always, we wish to acknowledge and thank the many individuals, Veterans' groups and service organizations of Westford who have given so much if their time and resources to make the lives of our residents that much better. We would like to express a special thank you to the individuals who have donated American flags to fly over our housing complexes.

Respectfully Submitted:

Westford Housing Authority
David R. Cote, State Appointee and Chairman
Carol Engel, Vice Chairman
Robert Ferreira, Treasurer
William S. McKenna, Asst. Treasurer
Alfred Wilson, Member
Christine G. Pude, Executive Director

THE J. V. FLETCHER LIBRARY ANNUAL REPORT 1992

TWELVE MONTHS OF THE YEAR

DISPELLING THE JANUARY BLAHS WITH MOVIE MOLES AND TERMINAL PHOBIA

January 1992 brought out "Movie Moles" (not February goundhogs), as preschoolers ages 2 - 5 joined the Movie Mole Club hosted by Heidi Zeibig, Head of Children's Services. Not to be outdone, adults were treated to special tours and orientation programs requested by the 1991 "Customer Services Survey." "TERMINAL PHOBIA: WHERE DID THE CARD CATALOG GO?" introduced adult users to the new technologies and equipment never found within a file drawer...electronic card catalogs, microfiche/film reader-printers, CD Rom workstations and multi-library databases.

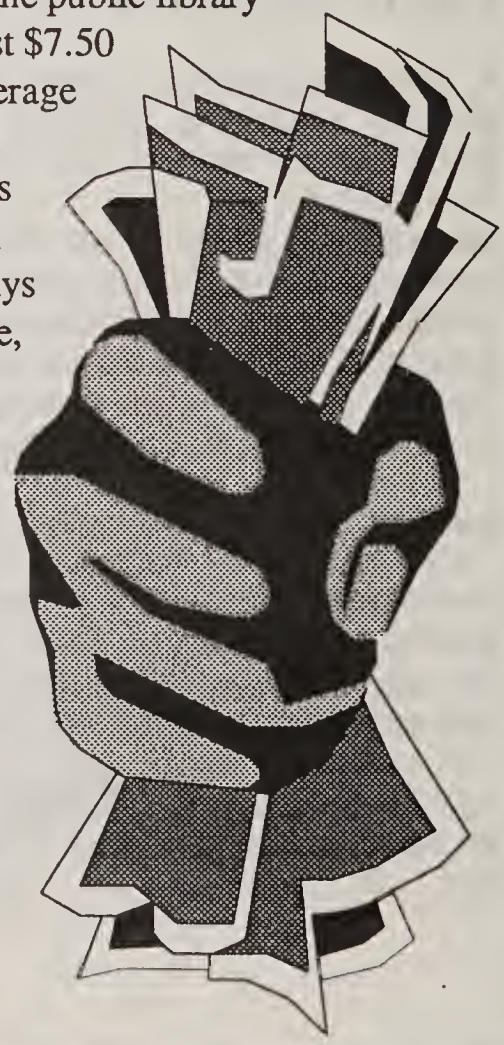
OUR FUNNY VALENTINE

Perhaps you helped make the Fletcher Library a winner by penning a line in "A Romantic Rendezvous" the cumulative novel penned by Westford patrons during "Love Your Library Month." Part of a contest sponsored by the Friends of the Library U.S.A., the Fletcher Library entry won $100.00 worth of novels from FOLUSA and Baker & Taylor Books. "A Romantic Rendezvous" is a modern saga of passion, angst, confused identity, stream of consciousness writing and indifferent spelling and syntax. Reprints (proceeds to the Friends) are available at the Friends' booksales.

Friends also sponsored a "Dino-mite" February Vacation Week, full of fossils, prehistory and the lovable lizards of yore. The popular new Fathertimes story hours continued, with local dads showcasing their talents the last Monday evening of each month.

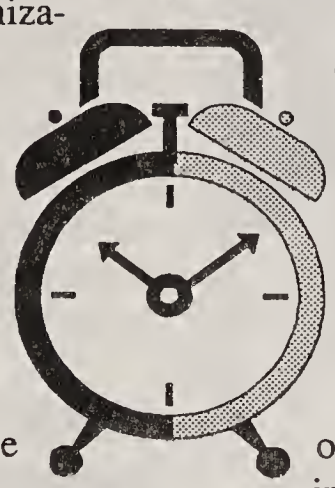
I GOT MY MONEY'S WORTH AT THE LIBRARY!

In March, everything was "the color of money" as the Library tagged equipment, services and programs with retail marketplace "prices." This Friends' program to emphasize the value of library services quoted Oscar Wilde who described a cynic as someone who knows "the cost of everything, but the value of nothing." With each dollar spent on the public library returning at least $7.50 of value, the average household in Westford spends $39.00 a year in taxes for 286 days of library service, proof that "I GOT MY MONEY'S WORTH AT THE LIBRARY!"



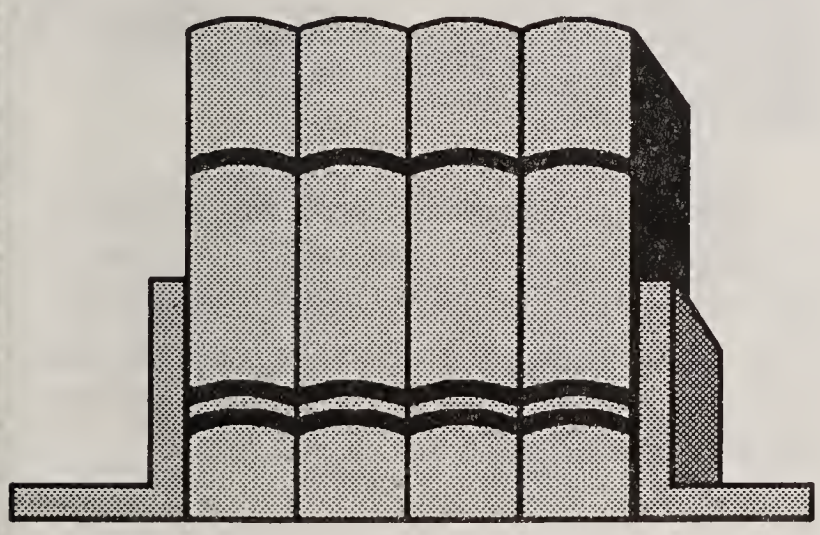
EARTH WEEK AND NATIONAL LIBRARY WEEK

A special thanks goes out to the organizations and individuals who made Earth Week an April Vacation Week success! Ecology and "Earthtunes" took center stage, along with recycling and the "House and Barn Rocks." Meanwhile, conservation of that other American resource — public libraries — was the motif of National Library Week — where "Bad Times Need Good Libraries" was the prevailing theme.



The brainchild of Director Ellen Rainville, currently Chair of the Massachusetts Library Association's Public Relations Committee, the promotional literature and graphics for this theme were shared at the American Library Association Annual Conference, and chosen for publication in the association's "Your Right to Know" handbook.

Even the well-supported J. V. Fletcher Library has experienced four years running of a budget within one percent, up or down, of the same stable figure. Throughout Massachusetts, libraries have suffered with other town departments under fiscal strains created by the loss of local aid dollars. But for the return on the dollar, and the opportunity to reap a return, "LIBRARIES ARE THE ULTIMATE BUDGET-STRETCHER!"



WHAT'S SO IMPORTANT ABOUT THE NUMBER TWELVE?

On May 5, 1992 residents voted in $80,295 above the Proposition 2 1/2 ceiling to support library service at the then-current level. For an additional $12.00 per household, the library continues to offer a full range of tax, business and financial, consumer, job search and self-help items. The John F. Wagner Public Computer Room clocked over 560 hours of use by residents preparing resumes and personal documents, while the listening lounge, public typewriter, and photocopier needed no "orientation" tour.

JUNE IS BUSTIN' OUT ALL OVER

With the close of FY92 on June 30, the library had circulated 190,911 items (double the number circulated in FY89), answered almost 32,000 reference questions, filled almost 5,000 interlibrary loan requests and seen 154,511 users through the doors during the preceding twelve months. The average Westfordian takes out over 11 books per year, while 81% of the Town has a library card.

REACH FOR IT! READ!

Olympic fever stretched from Barcelona to Westford as the 1992 Summer Reading Program "left the starting gate." By the end of August 6,000 youngsters had "crossed the finish line" participating in the biggest summer reading program ever. Rotten Sneakers, New Age games, and the "Spectacular Freestyle Bike Team" were highlights of this athletic reading event. Gold medallists abounded at the "Closing Ceremonies" where every reader was an Olympian winner.

LIBRARY LEADERSHIP INSTITUTE

For a few concentrated days in early August, Library Director Ellen Rainville was one of 32 librarians representing three countries to participate in an intense Library Leadership Institute, paid for by DYNIX Corp. and the Massachusetts Library Association. Concentrating on vision, leadership styles, networking and creativity, her new-found knowledge was immediately applied in the home state, when, upon her return Rainville was appointed by the Board of Library Commissioners to the "Committee to Develop a Plan for the Future of Library Services in the Commonwealth."

WESTFORD MAKES THE TOP TEN

The September 1992 issue of Boston Magazine rated Westford as the seventh best place to live within the 495 beltway — in part because of library service! Citing the importance of "lots of books and videos and helpful librarians", the authors concluded that libraries are a special component of a community's quality of life and a measure of a community's attractiveness.

BANNED BOOKS WEEK

"Old Sins in New Worlds" was the theme of Banned Books Week in September, as the library profession nationwide highlighted those titles "Banned in Boston" and elsewhere across the United States. Including such classics as *The Adventures of Huckleberry Finn*, *Gone With the Wind*, and even Doris Day's autobiography! This week consistently provides a thoughtful exposure to the tensions of tolerance, expression and opinion in a democratic society.

POSITIVELY PRESIDENTIAL

Only the bunting was missing, as Information Services staff throughout October collected reams of material on the candidates and their platforms and positions. Not only a site for national political news — made especially intense with a three-way race — the Library also maintains Town Annual and Committee Reports, Board minutes, Assessors' files, the Registrar's Voting List and other items of local political interest.

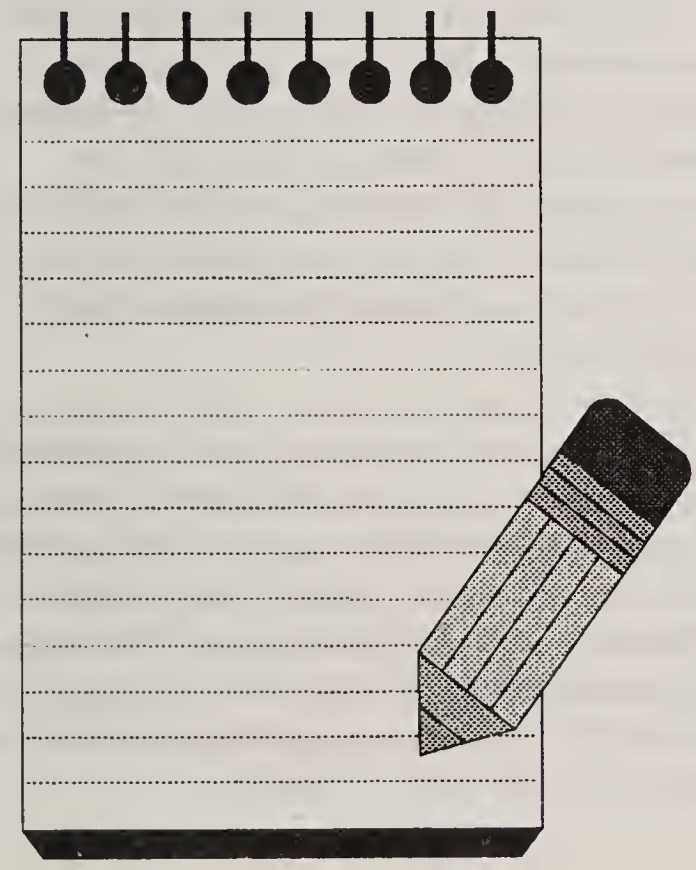
Area business Annual Reports are collected in the Reference Area, and shelves of college catalogs and college search information are updated yearly. The savvy consumer also consults this area, where car, appliance, product and service information are rated.

NEW MUSEUM PASSES

As of October, you could re-"Discover" the "Discovery Museums" in Acton. This newest addition to our Museum Pass program, funded by the Friends, joins the Drumlin Farm, Children's Museum, Museum of Fine Arts, Museum of Science and Aquarium as area museums to which the library has free passes.

PILGRIM'S PROGRESS AND THE PLANNING PROCESS

Children's Book Week was celebrated, and Thanksgiving recognized by the Gerwick Puppets' "Pilgrim Adventure to America" — a dramatic retelling of the ordeals of the Brewster Family of Holland. Meanwhile, Library Staff, Friends and Trustees had embarked upon their own pilgrimage — implementing the state-mandated Planning Process throughout the Fall. Largely experienced by patrons as a stream of surveys, the "plum" at the end of this process is a five-year Library Development Plan and a $5,000.00 Collection Development Grant.



A DIVERSITY OF LIGHTS

A study of Library trends, new census data, and project population figures brought a "cultural revelation" to the library and a new commitment to the celebration of multi-culturalism. Lightening the winter season with displays celebrating Kwanzaa, Las Posadas, the Winter Solstice, Hanukah and other festivals of light — the first of several mulit-cultural and ethnic celebrations was launched. A dedicated staff "rang" the old year out and saw the new year in, displaying another twelve months of commitment & closing out another twelve months of community service.

Town Report: Library Trustees 1992

The Proposition 2 1/2 Override of $80,295 passed by town voters in 1992 allowed the library to avoid further staff layoffs and curtailment of open hours. At 50 hours per week the library just meets the State Board of Library Commissioners minimum requirement for certification. This is 18 percent fewer hours than in FY89. The final budget of $514,592, however, still was unable to prevent use of unpaid staff furloughs of two weeks duration for the third year in a row. The budget allocation for materials, primarily new books, was about ninety two hundred dollars under the level of 15 percent of the overall budget required to maintain state certification and thus eligibility for state grant monies which annually run about $13,000. The library turned to the Friends of the Library to help raise the $9,200 to supplement the budget and maintain the minimum required expenditures during FY93 to assure certification. Although we are most appreciative of the Friends' help this year, we do not recommend that the town expect or plan on such specific budget support in the future. Friends' support has always been viewed and should be viewed as supplemental to the town's library budget not as a source of necessary budget support.

We would like to emphasize that the library budget allocation voted by town meeting has remained essentially constant over the last three years despite the fact that library use has dramatically increased. Surveys of patrons have indicated their desire for restoration of open hours, especially on Saturday afternoons and Sundays. This cannot occur without the town's support in increasing the library budget. As the Trustees work with the Director in establishing the FY94 budget the priorities will be: 1) Re-establishment of a 52 week operating schedule eliminating unpaid staff furloughs; 2) Restoration of the minimum 15 percent of budget for books and materials acquisition; and 3) Resumption of Saturday afternoon hours staying open until 5 pm.

Throughout 1992 the Trustees and Director maintained contact with State and elected officials continuing to seek action on promised State reimbursement of $200,000 toward the cost of the building expansion. There is a good possibility that attention to this issue will pay off in FY93.

The depressed economy has been reflected in a lower amount of interest accumulated by trust funds. This has limited the ability of the Trustees to support library programming. Even so, several well attended programs were funded. Most popular of these were "Slim Goodbody", "New Age Games" and the "Bicycle Museum" all given during the summer "Dive Into Books" reading program. More than 700 children attended.

Trustee support for library staff education continued with a $250 award given to Suzette Jefferson. With interest rates down, the accrued interest available for awards from the Ellen Downey Rainville Continuing Education Fund has been restricted. The Trustees examined ways to increase the fund's principal and, accordingly, expendable interest.

Three years of determination and persistence on the part of the Trustees and Director finally accomplished acceptance by the town of a new set of minimum-maximum wage limits for Senior Librarians. At the Fall Special Town Meeting voters amended the old wage limits and approved a transfer of funds allowing well deserved wage increases for the Senior Librarians.

Trustee Report (cont.)

The Trustees again thank the Friends of the Library for support given in 1992. Through membership and fund raising activities the Friends were able to purchase equipment and software for the John F. Wagner Computer Room in the library which is used about 30 hours per week. In addition, the Friends provided glass enclosed display cases, the Log Cabin and Three Bears in the Children's room, and accessories for the microfiche reader/printer in the reference area. Friends' support also accounted for improved landscaping at the front of the library and for bodywork and back-up alarms on the Bookmobile.

Volunteer activity at the library increased this year with an active group of twenty-five participating in shelf-reading and other needed work. Contributions by the volunteers play a crucial role in helping the staff keep up with increasing circulation. The Trustees extend our thanks to them all.

While we thank the Director and entire staff of the library for another outstanding job in delivering top-notch service to Westford, we would like to give special appreciation to the following persons for their long term dedication:

10 years	**Maureen Barry** Branch Librarian & Bookmobile Coordinator
20 years	**Catherine Carroll** Head of Technical Services
20 years	**Ellen Rainville** Director

In May 1992 two long time Board of Trustees members elected to retire from the Board. We extend sincere thanks to Dorothy M. Swanson who served for 15 years and to Nancy O. Russo who served 13 years. Both served as Chair of the Trustees during part of their tenure and both were key contributors during the planning and construction phases of the library expansion.

As we move into FY93 the Board of Trustees looks forward to assisting the Director and staff in meeting Westford's demand for continued excellent library service. Maintaining and increasing these services while planning for the future needs of a growing town will be our objectives.

Richard E. Kenyon, Chairman
Sandra L. Kelly
Judy K. Nelson
James Gozzo
Mohammed A. Malik
Glen Secor

OPERATING EXPENSES ACCOUNT: 6100.40

NO.	ITEM	ALLOCATED	EXPENDED THRU 6/30/92	BALANCE TO DATE
627	Books, Adult*	23320.00	27353.33	-4033.33
628	Books, Juvenile*	20670.00	17876.36	2793.64
1658	Standing Orders*	17443.00	12157.05	5285.95
637	Periodicals*	7165.00	5330.78	1834.22
1676	Prof. Journals*	550.00	371.38	178.62
629	Micro - Products*	3950.00	5061.69	-1111.69
638	Prof. Memberships	350.00	332.50	17.50
633	Training/Conf.	500.00	303.00	197.00
629	Fine Arts/AV*	3445.00	4354.56	-909.56
641	Binding	425.00	.00	425.00
598	Insurance -- Bonding	395.00	404.00	-9.00
596	Equipment -- Purch.	598.00	69.98	528.02
1668	Bookmobile	1700.00	1202.68	497.32
604/620	News. Ad/Publicity	1800.00	1910.02	-110.02
631	Personal Auto	850.00	433.59	416.41
610/611	Postage/Meter	1500.00	3166.00	-1666.00
615	Library Supplies	4000.00	4052.97	-52.97
616	Office Supplies	3000.00	2678.34	321.66
1638	Equipment Repair	625.00	603.66	21.34
595	Building Repair	1550.00	3592.83	-2042.83
625	Janitorial Supplies	4500.00	4823.33	-323.33
1638	Microfiche Reader/Pr.	600.00	195.85	404.15
606	Contractual Serv. -- C	850.00	1026.10	-176.10
593	Electricity	23417.00	21787.68	1629.32
1597	Gas	7705.00	11692.33	-3987.33
594	Water	400.00	564.50	-164.50
609	Telephone	785.00	1292.69	-507.69
1858	Telecommunications	450.00	289.27	160.73
1859	MVLC Maintenance	24725.00	23919.30	805.70
600	Uniform Allowance	720.00	480.00	240.00
1655	Elevator Maint.	860.00	1846.20	-986.20
1638	HVAC Maint.	1200.00	911.55	288.45
590	Septic Syst. Maint.	500.00	250.00	250.00
596	Contract -- Fire Syst.	480.00	798.25	-318.25
	TOTAL	161028.00	161131.77	-103.77
	DEPOSITS	107.41		
	ADJUSTED TOTAL	161135.41		
	TOTAL UNEXPENDED	3.64		

*Must = 15% of total Library Budget.

LIBRARY SALARY ACCOUNTS: 6100

ACCT.	NAME	APPRO.	EXPENDED	BALANCE
6100.13	Director	35311.00	35311.00	.00
6100.14	Asst. Director	29837.00	29837.00	.00
6100.27	St. Lib.	97614.00	96634.21	979.79
6100.28	Lib. Assts	136391.00	136369.00	22.00
6100.15	Clerical	15523.00	15523.00	.00
6100.16	Custodial	21415.00	20701.19	713.81
6100.38	Lib. Pages	6099.00	6082.04	16.96
Total:		342190.00	340457.44	1732.56

J. V. FLETCHER LIBRARY TRUST FUND EXPENDITURES FY92

LIBRARY TRUSTEE FUND	#672	1145.09
ALL PURPOSE TRUST FUND	#673	1214.87
BOOK FUND	#674	.00
LECTURE TRUST FUND	#675	1885.00
J. V. FLETCHER TRUST ACCT.	#676	6264.67
EDR CONT. EDUC. FUND	#677	415.00
TOTAL EXPEND. ALL FUNDS:		10924.63

Respectfully submitted,
Ellen Downey Rainville,
Director

MOSQUITO CONTROL ADVISORY COMMITTEE

The Mosquito Control Advisory Committee appointed by the Selectmen in July 1992, began meeting regularly in September.

We have examined reports of the Central Massachusetts Mosquito Control Project, and have met with David Scott, Superintendent. We have investigated mosquito control programs in a number of other Towns, and have prepared a brief history of mosquito control in Westford. We have also conducted a random survey of Westford residents as to their understanding of the existing regional mosquito control program to which the Town of Westford has subscribed since 1975. In our fact-finding efforts, this committee has also studied reports of state and national agencies as to the effects of certain chemical pesticides on the human population. We attended the second annual meeting of the nine Town Regional Mosquito Control Committee. We expect to submit our recommendations to the Board of Selectmen in the spring of 1993.

Jef Bucknam, Chairman
Alan Emmet, Secretary
Louis Ashley
Gloria Black
Chris Kandianis

WESTFORD MUSEUM

Opening day of the 1992 Summer Season was June 20th the same day as the United Parish Church Strawberry Festival and Craft Fair. The Westford Museum is open every Sunday afternoon from 2 to 4 PM from that day until early in November, as well as by appointment. This past year, special tours were provided for three scout troops. Closing of the Museum on November 8th Old Timer's Day, was assisted by the Westford Academy National Honor Society.

This year, the lower "historical section" of the Westford Museum was open displaying special papers from the early days of Westford, and a collection of biographies of persons who have successfully contributed to the World after graduating from the Westford Academy. It is not as easy to keep track of these people as it was in the 18th century. In those days, if you could read well or orate, if you were a minister or in politics, you were usually a success. It is harder to find graduates today as they go on to college, they forget to notify the Academy of their whereabouts. Tracking Westford Academy graduates is turning out to be a difficult and time consuming job. It probably should be handed over to the Westford Academy Alumni Association.

The Westford Museum, built in 1792-1793, served as the first Westford Academy, then a private school, for about 100 years. In about 1897, the trustees decided to build a new academy. The original academy building sat empty for some time, then it was moved into the yard where it is now. In 1923, the Town bought it and made it the Center Fire House which it remained for about fifty years. The Town grew larger, in 1973 a new fire house was built near Town Hall and the little academy building was again empty.

After much discussion, the Westford Historical Society began renovation of the building. Working with a Bicentennial Grant and Nashoba Technical High School, The original Westford Academy became the Westford Museum in the spring of 1983.

The main exhibit this year was of fifteen wedding gowns of different ages, some donated by persons in Westford. Photographs of weddings which took place in the 1920's, many of Westford couples who married right after World War II, were also on display along with wedding hankies, old waists and lace. Additionally, the Museum offered its collection of bags, reticules and gloves and fans from the 1880's for public view.

The Museum Board membership has been lowered from fifteen to seven. Many of our strongest supporters have had to quit because of age. Unfortunately, we do not work enough now with the growing and productive groups of Town, so we have lost contact. We will have to approach the Town leaders and ask them to recruit some younger and more active workers. We must attempt to revitalize our Board of Directors and increase the membership again to fifteen.

Our Curator has retired, but would still like to work with the Museum in a position with less responsibility. She is most willing to share her experience and knowledge with her successor who should be a younger person. It is her intention to continue in the office, researching and helping with acquisitions.

It is extremely important that we not let this Museum project die. This historical building contains important pieces of Westford's past. Many of us have worked hard over the years to collect and preserve these memories so that our community and our children can become knowledgeable and share in our history.

This past year was the bicentennial of the Westford Academy and of the Museum building. There is very much to be done. We must add memorabilia of the next 150 years of life in Westford, update the history of the Town, and document the changes which have brought it into today.

Volunteers are urgently needed to revitalize the museum project and continue this important work. It is our hope that this years Westford Annual Town Report will alert the Townspeople to this need. It is extremely important that we generate new interest in our Museum. This facility is truly an asset to our community.

MAINTENANCE REPORT

A musket, powder horn and pistol display was mounted over the fireplace. The cottage roof spotlight was redirected to better illuminate the parking area. The flagpole was re-roped to accommodate the new and larger flag, gift of the DAR. The Museum sign was restored by Bud Hill, Hillside Avenue. The Museum roof was reshingled by Town contract. Two of the five 12 foot spruce trees were replanted on the grounds of the Blanchard Middle School, and the remaining trees properly spaced, through the efforts of Warren Sweetser, Westford Water Department, and landscape specialist Chester Herget. The Museum curbing around the herb garden was reset by Alfred Garside. A bookcase was constructed and wall hung on the second floor of the Museum by Alex Belida. The parking lines were repainted by the Highway Department which has also attended to the plowing of the parking area.

The Museum maintenance crew does the hand shoveling of entrances, summer lawn mowing, and such miscellaneous jobs as redecking the cottage porch, creating props for Museum displays, and attending to the opening and the closing of the Museum. A major project this past year was the removing of the wild growth southside of the cottage, spreading plastic covering with pea stone to prevent regrowth.

ACQUISITIONS

The Museum has received several items during 1992. Again, the lack of volunteers has resulted in not many of these items being recorded in our accession book. The Donor's name, date, and other information has been attached to the articles. The files have all been put in order. Help has been given to the Curator in exhibiting and storing the things on display, particularly with the wedding gowns.

The Historical Society held four meetings with interesting speakers.

MEMBERSHIP

In 1992, the Museum listed 169 members, seven from out of Town.

MUSEUM BOARD OF DIRECTORS

Elwin Bagley
Lloyd Blanchard
Avis Day
Eva DeForge
Connie English
Lewis English
Lionel Martin
Christine Pennella

THE PARKERVILLE SCHOOLHOUSE COMMITTEE

The Parkerville Schoolhouse Committee was formed to preserve and maintain the last remaining one-room schoolhouse in Westford. The committee's main objective is to provide a Living History Program for the students of Westford, which is to experience what a typical school day was like during the turn of the century, as well as a meeting place for various group activities.

Fund raising activities consisted of many projects, such as operating a booth at the, Strawberry Festival, and the Christmas Bazaar. Friends also put together a yard sale. These activities were very successful and would like to thank all that contributed and helped.

In the Spring the 8th grade classes from the Norman E. Day School History Program made a visit to the Parkerville Schoolhouse, where they got a short lecture on the Schoolhouse, and a former student was present to answer any questions.

To help preserve the History of the Schoolhouse, oral recordings of former students and their recollections are still being collected. This year we were fortunate enough to contact a 98 year old Schoolmarm, from the Parkerville Schoolhouse. Her tape was a welcome addition.

Some acquisitions acquired during the year were: antique school desks, and other school related memorabilia.

The Membership Committee reported 90 Westford residents contributed to the restoration of the Schoolhouse in response to a Townwide mailing.

The successful beginning to this continuing project is due to the generosity of many people and merchants in and around the Town. Also, special thanks to the Selectmen and all other Town officials who have shown great support and assistance in this worthwhile project, which we, the Committee, feel will benefit all Town residents.

The meetings of the Friends of the Parkerville Schoolhouse are held on the 2nd Thursday of each month, suggestions and ideas are always welcome.

Respectfully submitted,

Mary Jane Plaisted, President
Roger Plaisted
June Kennedy
Warren Carson
Jennie Johnson
Carol Rice
Joe Spadano
Amy Spadano

PLANNING BOARD

Although 1992 saw a drop in the number of new subdivision approvals, the process of the conversion of the natural environment of Westford to human use continued at a significant pace in 1992. One reason was that many of the residential subdivisions originally approved in the 1980's were recently commenced as financial and legal hangovers from the real estate downturn began to be resolved. The Board has noticed an increase in the expressions of awareness about the continuing loss of natural habitat and the community qualities associated with it. A large number of residents have appeared at public hearings to voice their concerns about the impacts of development on their lives. While the Board does not have the authority to deny development proposals that comply with the law, it has endeavored to negotiate with builders to modify plans in such a way as to preserve as much as possible those qualities associated with a semi-rural community. It is these values that residents, both life long and new, have consistently identified in surveys as being very important to their quality of life in Westford.

Among residential subdivisions, 4 subdivision plans completed the review process through approval in 1992. These include 28 lots on 43 acres. Of these residential subdivisions two are Open Space Residential Subdivisions, "Wayside Crossing" off Concord Road and "Chestnut Woods" off Main Street, which will permanently preserve 7 acres and 5 acres respectively as natural undisturbed open space with public access. In the case of Wayside Crossing, the original proposal involved 19 lots on 45 acres. However, an abutter, Massachusetts Audubon Society, which holds 130 acres already under a conservation restriction, felt so strongly about the natural qualities of the land proposed for development and potential impacts of the development on their land that they entered into negotiations with the developer to purchase 20 acres of land to protect it. At a special Town meeting the Town voted to contribute $50,000.00 towards this purchase in return for a permanent conservation restriction and public access.

In addition, two preliminary subdivision plans have completed the preliminary review process. These comprise 20 lots on 39 acres. The Board was presented with Approval Not Required Plans for 26 building lots on existing roads. The Board approved one special permit for a Common Driveway serving 3 lots on 9 acres off Beaver Brook Road. The Board had no applications for commercial or industrial site plans or for non-residential subdivisions in 1992. This fact may reflect the continuing difficulties of the commercial and industrial real estate market. Also, no applications for permits for earth removal were received in 1992.

The Board considered a number of proposed Zoning Bylaw Amendments for the May, 1992 Annual Town Meeting. Amendments passed by Town Meeting include: a rezoning of approximately 52 acres of land located west of Tyngsboro Road at the Tyngsboro Town Line from an Industrial D District to a Residential A District, on a petition submitted by the landowner, James V. DeCarolis; a rezoning of all land abutting Howard Road shown as Industrial B District to Residential A District; a rezoning of a one acre parcel on Groton Road adjacent to Lynwood Lane from Business District to Residential A District; an amendment to the Open Space Residential Development Bylaw to clarify the allowance for the reduction of yard requirements within cluster type subdivisions by showing of specific building locations on Definitive Plans. A proposal to require all residential subdivision plans on properties four acres or larger be submitted as Open Space Residential Subdivisions, with the Planning Board having the authority to waive this requirement in favor of a conventional plan, while receiving a majority vote, narrowly missed receiving the required two thirds approval.

The Town moved closer toward beginning work on updating of its Master Plan. The motivation for this project arises for several reasons, first, from the fact that the last such plan was prepared in 1967 and the rapid development of the 1980's has raised new questions and challenges that the Town must address, and second from the passage of Chapter 372 of the Acts of 1990 of the Massachusetts Legislature which requires that all cities and Towns in the Commonwealth make Master Plans. Such plans are statements, through text, maps, illustrations or other forms of communication, that are designed to provide a basis for decision making regarding the long-term physical development of a municipality. Because the extremely tight budget constraints of the Town precluded this project being funded as an appropriation, Town Meeting did vote to petition the Legislature to pass a special act allowing the Town to bond this work. At year's end this bill received approval by the legislature and the Governor's signature was expected. 1993 will hopefully see the selection of a consultant to begin this important project.

The Board was also involved in a number of Committee efforts directed toward protection of Westford's water and other natural resources. One of the most productive of these has been the cooperation with the Department of Environmental Protection's Stony Brook Sub-basin Resource Protection project, which was completed during the year. The project has produced a series of maps and resource and threat summaries which will be extremely useful in relation to master planning efforts. One particularly important element of the project was a review of Westford's well head

protection bylaw and specific recommendations for improvements to that bylaw. In a related activity, Board members were active on a Committee working toward acquisition of a major parcel of land located on Stony Brook with important water and other natural resource values.

A large amount of the Board's meeting time is used in dealing with citizens and their concerns regarding development. It is often true that citizens would like more information on the Planning Board process as limited by the law. For this reason the Board has prepared a Public Information Sheet to provide a guide to understanding the Board's functions and procedures. Anyone wishing a copy of this guide may pick one up at a regular meeting of the Board or at the Board's office at Town Hall, or contact the Planning Board office at 508-692-5524.

Respectfully submitted,

William H. Harman III, Chairman
Peter S. Fletcher, Vice Chairman
Denali Delmar
Bruce Bunker
Robert Jefferies

WESTFORD POLICE DEPARTMENT

ARRESTS	265
BENCH WARRANTS	1
COMMITMENTS	10
PROTECTIVE CUSTODY	50
RESTRAINING ORDERS	5
SUMMONSES	368

INCIDENTS INVESTIGATED

ACCIDENT, INDUSTRIAL	7
ACCIDENT, MV-FATAL	2
ACCIDENT, MV-INJURY	89
ACCIDENT, MV-NO INJURY	468
ACCIDENT, OTHER	5
ALARM, BURGLAR	983
AMBULANCE	207
ANIMAL BITE	21
ANIMAL CRUELTY	1
ANIMAL, STRAY	18
ANIMAL, VICIOUS	8
ANIMAL/MV COLLISION	56
ARSON	1
ASSAULT/AGGRAVATED-OTHER WEAPON	7
ASSAULT/PHYSICAL	6
ASSAULT/SIMPLE	26
BANK ESCORT	9
BOMB THREAT	2
BREAKING & ENTERING, ATTEMPT	24
BREAKING & ENTERING, FORCED ENTRY	58
BREAKING & ENTERING, UNLAWFUL ENTRY	13
BUILDING FOUND OPEN	108
BY-LAW VIOLATION, DOGS	35
BY-LAW VIOLATION, CARS	4
BY-LAW VIOLATION, OTHER	34
CHILD ABUSE	5
CIVIL COMPLAINT	2
COUNTERFEITING	1
DISORDERLY CONDUCT	3
DISORDERLY PERSON, ANNOYING OPPOSITE SEX	3
DISORDERLY PERSON, THREATENING	19
DISTURBANCE	432
DOMESTIC	73
DRUG OFFENSE-OTHER	2
DRUG OFFENSE-POSSESSION	6
DRUG SALE	1
FIRE-ALARM	111
FIRE-BUILDING	35
FIRE-MV	20
FIRE-OTHER	65
FIREARMS VIOLATIONS-ILLEGAL DISCHARGE	35
FIREARMS VIOLATIONS-POSSESSING	1
FIRST RESPONDER CALL	305
FORGERY	1
FUNERAL ESCORT	3

GENERAL OFFENSE-FIREWORKS VIOLATIONS	11
GENERAL OFFENSE-MV ABANDONED	2
GENERAL OFFENSE-OTHER	5
GENERAL OFFENSE-RUBBISH DISPOSAL	22
GENERAL OFFENSE-TRESPASS	21
GENERAL SERVICE-LOCK OUT	445
GENERAL SERVICE-MESSAGE DELIVERY	49
GENERAL SERVICE-MOTORIST	4
GENERAL SERVICE-OTHER	317
GENERAL SERVICE-REMOVE ANIMAL	22
GENERAL SERVICE-TRANSPORTATION	58
HEALTH HAZARD	16
INJURY TO PROPERTY-PRIVATE	201
INJURY TO PROPERTY-PUBLIC	30
INVESTIGATION	10
LARCENY	211
LARCENY ATTEMPT	18
LARCENY BY CHECK	2
LARCENY FROM MV	90
LARCENY MV-AUTOMOBILE	23
LARCENY MV-OTHER	6
LARCENY MV-TRUCK	2
LIQUOR LAW VIOLATION-FALSE ID	2
LIQUOR LAW VIOLATION-POSSESSION	2
LOST CHILD	6
MISSING PERSON	9
MUTUAL AID CALL	55
MV CITATIONS	1565
MV DISABLED	470
MV VIOLATIONS	356
OFFICER WANTED	32
PARKING TICKETS	195
PRISONER TRANSPORT	64
PROPERTY FOUND	117
PROPERTY INSECURE	23
PROPERTY LOST	68
PROPERTY RECOVERED	76
PROWLER	45
REPOSSESSION	13
ROBBERY UNARMED	1
SAFETY HAZARD	153
SECURITY CHECK	56
SEX OFFENSE-INDECENT EXPOSURE	11
SEX OFFENSE-OTHER	3
SUDDEN DEATH	10
SUICIDE	2
SUICIDE ATTEMPTS	6
SURVEILLANCE MV	71
SURVEILLANCE-PERSON	46
SUSPICIOUS PERSON	214
TELEPHONE HARASSMENT	148
TELEPHONE OBSCENITY	20
TELEPHONE-911 HANGUP	9
TRAFFIC CONTROL	6
TRAFFIC HAZARD	172
VIN CHECK	18

RECREATION DEPARTMENT

This past year has been a very difficult one for the Recreation Department. With the fiscal crisis continuing, the Recreation Director position was defeated in an override proposition. The Town Meeting appropriated some interim funding to cover some alternative solution research. The bottom line is that we lost the direction and activity that had been provided by a very dedicated and active director. The Recreation Commission was also heavily impacted by the loss of it's Chairman, Vice Chairman,and two other key Commission Members. The interim funds ran dry, and we were without even a part-time clerk to cover the office phones.

Work has been on an up hill plane from that point. We were able to get the part-time clerical position reinstated, added several new members to the Commission, and are continuing to work toward maintaining the majority of services we had sponsored in the past. We are planning to work for the reinstatement of the Recreation Director's position in the FY '94 budget proposal.

We apologize for the inconvenience many of you have experienced, and ask for your understanding around the limitations of volunteers who currently are staffing the Commission.

The WRC would like to thank Robert Conley, Jack Burnham, Russ Carlson, and Brian McDonald for their many hours of dedicated work on the Commission and to thank Joanne Sheehan for all of her efforts as the Recreation Director. Please welcome Manny Dias and Phil D'Amour as new members of the Commission this year. One last thank you to the Parks and Westford School Department for their continued assistance.

YOUTH RECREATION PROGRAMS

BASEBALL - Baseball continued to grow significantly during 1992 toward the 1,000 youngster participation level. The Legion, Veterans Field, Whitney and Hamilton diamonds saw heavy action from the Spring through the Fall. Tee-ball again continued to be the fastest growing segment, followed by the Minor League Program. The Baseball programs fund raisers provided the Town with a number of field improvement projects during the year.

BASKETBALL - The 1991 - 1992 Basketball Program was very successful with over 400 youngsters participating in six programs: 3rd Grade Pick-up; 4th & 5th Grade Boys and Girls; 6th - 8th Grade Boys and Girls; and High School Boys. The Leagues ran from December - March.

Playoffs were held in late March with the final championship games for the Middle Division Boys and Girls and the High School Boys Division at Westford Academy. At the conclusion of the season, award banquets were held or trophies were given to all participants.

Due to reduced funding, a concession stand at the Middle Boys Division Saturday games and raffle tickets sold in all divisions provided necessary funding to pay for program activities.

POP WARNER FOOTBALL - Westford completed its 20th year in the Wachusett Pop Warner Football League in the Midget Division; its third year in the Jr. Midgets and its fifth year in the Peewee Division; all are traveling teams.

The season runs from August - November. This year the program had 109 participants: 59 players and 50 cheerleaders. The Midget Team finished with a 4-4 record; the Jr. Midgets 3-5; and the Peewees 6-1-1 record, entered Central Mass. playoffs and won the Super Bowl. They entered regional playoffs in Rhode Island and were beaten 19-6 by team who had not lost in three years. The Peewee's had a tremendous year. The Cheerleading squads participated in a Cheerleading Camp in August and competed in the Wachusett League Cheerleading Competition in October.

The season culminated with the Annual Awards Banquet where trophies were presented to all the boys and girls who participated in the program. Academic awards were presented to the boys and girls who attained honor roll status. This year, 63 boys and girls received academic certificates.

The football players, cheerleaders and coaches wish to thank all the parents and volunteers, the Lions Club and the Westford Recreation Commission for their continued support.

SOCCER - Soccer continues to be another strong participation sport within Westford. In 1992, there were over 850 youngsters that participated in the Westford Youth Soccer League.

Like Baseball, the Soccer Program fund raising activities were in high gear with focus on filed improvement investments.

DAY CAMP - A very successful six week day camp program was provided for the 4th year in Westford. Over 240 youths aged 5-12 experienced a full summer with many activities for them to take part in and enjoy at the Nabnasset School. Camp met rain or shine Monday through Friday 8:00 AM - 2:00 PM. Format included a daily arts and crafts, sports and games activities, an optional swim lesson, special events and field trips to the Discovery Museum, bowling and the Moon Bounce, new this year, was a huge success. Included in the fee are a tee shirt and tote bag for all participants and a cookout every second Friday. Program Director: Cindy Roper.

TRACK & FIELD - This ever popular summer program, for ages 7 -14, continued to thrive under the direction of Deborah Ahern. Included were short and long distance running events, field events and intramural competitions. We are located at the Westford Academy track on Tuesday and Thursday evenings. A tee shirt is provided to all registrants.

BEACHES - Forge Pond and Edwards Beach operated seven days a week from 10:00 AM - 4:00 PM with certified lifeguards. The beach season was June 21st through August 28th.

The swim instruction program had over 250 youngsters, plus individuals from the Day Camp, enrolled in lessons which included Water Orientation.

Beach tags and guest passes were purchased by over 900 residents. There were two certified lifeguards trained in CPR and First Aid on duty at both locations. Director; Steve Jungbluth

ADULT RECREATION - All Adult Recreation programs are completely self-sustaining with all costs borne by participants and sponsors except for the facilities provided by the WRC and the School Department.

MEN'S BASKETBALL - The League ran from January through March. There are 11 teams made up of 90 men who either live or work in the Town. The games were played on Sunday nights at the Academy and Mondays and Wednesdays at Abbot School. Once again the League would like to thank the WRC and the School Department for their help. Director: Bob Silk

WOMEN'S VOLLEYBALL - This group played on Tuesday nights at the Abbot School gym. This is a non-structured group and is composed of 17 women of varying interests and abilities. This program is open to women of all ages who live or work in Westford. Director: Rita Norander

MEN'S VOLLEYBALL - Held on Friday nights at the Abbot School gym this program runs from September - March and is a popular means of exercise for men of all ages. Director : Dennis "Spike" Walsh

SOME NEW OFFERINGS - The Recreation Department was pleased to provide over one dozen new offerings last year which serviced over 5,027 residents. Some new youth offerings included Archery and Super Saturdays. Adults and families also enjoyed more Tennis Instruction, Golf Tournament, Apple Blossom Run/Walk, Yankee Notions Concert and an Old Fashioned Fourth of July.

APPLE BLOSSOM '92 FAMILY FUN RUN/WALK - This annual event took place on May 16, 1992. The course covered the 1.7 miles from Westford Academy up Main Street to a welcomed finish at the Town Hall. Tee shirts were provided to all participants at the start and everyone broke the tape at the finish.

WESTFORD OPEN - On September 14, 1992, 36 participants took to the links to compete in the Town's Second Annual Open Golf Tournament. The setting was at the Nabnasset Lake Country Club on a beautiful Fall morning. The nine hole best ball event was kicked off at 8:00 AM and was followed by a buffet. Raffle prizes were presented. Money prizes were donated by numerous local merchants.

THE WESTFORD COMMUNITY PLAYGROUND INC. - The Westford Comm. Playground is a non-profit parent run organization created to build and maintain playgrounds for the children of Westford. The Committee was established by Paula Campbell in 1989 with the goal of providing a centrally located, safe place for parents and care givers to meet with their children. Phase I, the "Tot Lot", located at the Graniteville Ball Field, is now open to the public.

Volunteers and donations are always needed. If interested Paula Campbell can be reached at 692-5252.

Respectfully Submitted,
Westford Recreation Commission

Robert Robitaille
Jack Burnham
Brian McDonald
Art Karpinsky
Paula Campbell

RECYCLING COMMISSION

(formerly The Solid Waste Advisory Commission)

Our name change petition was voted on and passed by a unanimous vote at the Special Town Meeting held in November 1992. The change reflects the true charge of the present committee.

Facts and figures for recycling for January to December 1992 are as follows:

1. **CURBSIDE RECYCLING**

   In July 1992, the curbside recycling program was assumed by Waste Management of Londonderry, New Hampshire. Prior to July, the contract was held by Laidlaw Waste Systems.

   Total tonnage collected of plastic, glass, and cans: Approximately 360 tons.

   Participation: The participation rate in the voluntary curbside program was about 70% of 5,000 households in Westford in 1992.

2. **NEWSPAPERS**

   As of October 1, 1992 the Town is being paid $2.50 per ton for its newspaper by Northshore Recycled Fibers of Salem. This is the first time since May of 1991 that we have been paid for our recycled newspaper.

   Quantity collected: 666.62 tons.

   Volunteer organizations continue to provide the people power needed to load the dumpsters with residents' newspapers. Barbara Melvin continues to run the program. October 1992 was a record month for the program when 84 tons of newspapers were collected.

3. **THIRD CLASS MAIL/MAGAZINES/PAPER**

   Earlier this year, Northshore Recycled Fibers of Salem offered Westford the opportunity to send third class mail to them. To take advantage of their program, the Town needed two dumpsters to collect the paper. An anonymous donor came forward and donated the needed containers. In December of 1992 we began collecting and sending third class mail to Northshore. Prior to December, Marcal Paper of New Jersey was our recycler for this item. The new method of collection is far less labor intensive, requires much less volunteer effort, and does not require the time of the Water Department. Many thanks to the Water Department for their help. Barbara Carey continues to run the program.

   Quantity collected: Approximately 227 tons.

4. **LEAVES AND GRASS CLIPPINGS**

   Ongoing at Laughton's Nursery, 31 Lowell Road
   Monday - Saturday 9:00 AM - 4:30 PM
   No tonnage figures available.

5. **WASTE OIL**
The Town Center Fire Station continues to be the collection depot for waste oil in Westford. Residents are charged a disposal fee of $1 per gallon. The collection program is overseen by Fire Department personnel. Dennison Oil of Hanson, MA collects the waste oil for reuse. The program continues to be self-funding.

Volume of waste oil collected: 1,270 gallons.
Collection hours are Saturdays from 10:00 AM - 4:00 PM.

6. **CHRISTMAS TREES**
In January 1993, residents took advantage of a voluntary Christmas tree recycling program. The Westford Auxiliary Fire Fighters collected the trees on two Saturdays in January for a $2 per tree donation.

Number of trees collected: More than 500.

7. **HOUSEHOLD HAZARDOUS WASTE COLLECTION**
For the first time since 1989 a household hazardous waste collection was held on two Saturdays in September 1992. The effort was funded by voter approval of a Proposition 2 1/2 override. The collection coordinator for the program was Commission member Elizabeth Michaud.

Number of households participating: 507.

8. **PUBLIC EDUCATION**
a. Two townwide mailings paid for by Waste Management explained the curbside programs to residents.
b. Recycling curriculum was taught in grades K-12 in 1992 with copying costs paid for by Waste Management.
c. Ellen Harde spoke to four freshman science classes at Westford Academy about recycling.
d. Members of the Recycling Commission write a weekly recycling column for the *Westford Eagle*.

9. **WHITE GOODS**
White goods are stoves, water heaters, washers, dryers, and refrigerators. Due to a State mandate that went into effect in 1992, white goods are prohibited from going to the trash-to-energy plant in North Andover. Alternatives for collection are listed in the recycling flyers mailed twice a year to all Westford residents and in *The Roudenbush Westford Directory* under "RECYCLING".

CONCLUSION:
The Recycling Commission continues to seek ways to recycle additional items and will continue this work in 1993. As in the past we look forward to helping Westford reduce trash costs and dispose of waste in the most environmentally responsible way.

Respectfully Submitted,

Gerald DiBello, Chairman
Ann Eno
Barbara Melvin
Victoria Phillips
Barbara Carey
Ellen Harde
Elizabeth Michaud

Roudenbush Community Center

"On the move to Frost"

Excellence! The townspeople said it through the Vision Committee questionnaire and followed their statements with action by voting to override the Town budget for Roudenbush. To have that vote of confidence from the Town makes Roudy more committed than ever to keep that accolade and strive to continually improve. Thanks Westford for your support.

ON THE MOVE TO FROST

The most consuming project of the year was the transformation of Frost School to the Children's Center. Years of hoping, planning, and negotiating finally realized its culmination through a lot of hard work. Town Meeting approved payment for deleading, repainting, and the storm windows. The operating budget surplus and fund raising via the Directory and the Auction financed the rest of the project. Many volunteers, led by Ellen Harde, came out in force to spend their summer evenings and weekends scrubbing, cleaning, building, and painting. Over 400 hours were donated, besides the many extra hours given by the staff while they also kept the Center running smoothly. The project was completed just in time for the opening on the morning of August 31, 1992. The crowning touch was the dedication and open house held on January 24, 1993.

BUILDING IMPROVEMENTS

Although the focus was on Frost, many improvements also took place at 65 Main St. The computer cave was renovated, the gym window screens were made easier to clean, Room 2 had repairs made to walls and ceiling and a new floor installed. There were also repairs made on the furnace.

ADULT AND CHILDREN'S PROGRAMS

Joy Courcy and Patti Mason continue to seek out new ideas and instructors in an effort to provide opportunity to the many people who enroll in classes at Roudenbush. Some of the new ideas tried this year: Computer Cave, No TV Week, Pied Piper Camp, Drama Camp, Sign Language Classes, Homework Club, Gymnastics for boys only, and many more. Of course they continue to offer the tried and true favorites and the ever popular bus tours. The Art Event has become a well attended annual event.

CHILDREN'S CENTER PRESCHOOL

Enrollment in the preschool is full with a waiting list attesting to its popularity and the expertise of the director, Liz Mayer, and staff.

CHILDREN'S CENTER AT FROST

Director Joyce Cantore and her capable staff are enjoying the new building and continue to personalize it with those special touches that give it a homey feeling. Over 210 families now take advantage of the child care services at Frost.

HEALTH SERVICES

Roudenbush continues to be the site for many of the health screenings offered by the Town Nurse, Sandy Collins. Our location, in conjunction with the availability of services, makes this aspect of our service to the community especially useful.

VOLUNTEERS

Volunteers worked hard to educate the public about Roudenbush so that people could make an informed vote on the override. The members of the Associates and the Roudenbush Committee worked especially hard on the Frost project and continue to support the Center each in his or her own way. Both groups had a change in leadership this year. Thank you to Sue Hamalainen, the Associates chair, and Jack Mangan, the Commitee chair; welcome to their respective replacements, Veronica Otto and Stella Snyder. The new Roudenbush Directory has been delivered to every household in Westford thanks to a group of dedicated volunteers directed by Ellen Harde. The Blue Pages were done by Truda Wilson. All of the volunteers' hard work is essential to the success of Roudenbush.

Roudenbush Associates Board of Directors

Veronica Otto, President
Sue Hamalainen, Vice President
Cathy Zwolinski, Recording Secretary
Frank Penella, Treasurer
Nancy Delone, Corresponding Secretary

Chris Dwyer	Truda Wilson	Barbara Melvin	Antoinette Cairns
Andrew Kusmin	Ellen Harde	Muriel Drake	William McGuire

DIRECTOR

Unfortunately, Janice Ruell has resigned her position due to family obligations. A search committee is actively looking to fill the position that Janice has so capably filled since 1989. Certainly Janice deserves much of the credit for the rating of Excellence from the townspeople. Thank you for all you have done and good luck in your new endeavors.

COMMITMENT TO THE COMMUNITY

Roudenbush has pledged to become self-sufficient within five years and we are making progress toward that goal. There are still many obstacles to overcome and many issues that we need to be concerned with. We need to be open to new ways that we can serve the community while maintaining our personalized way of doing business.

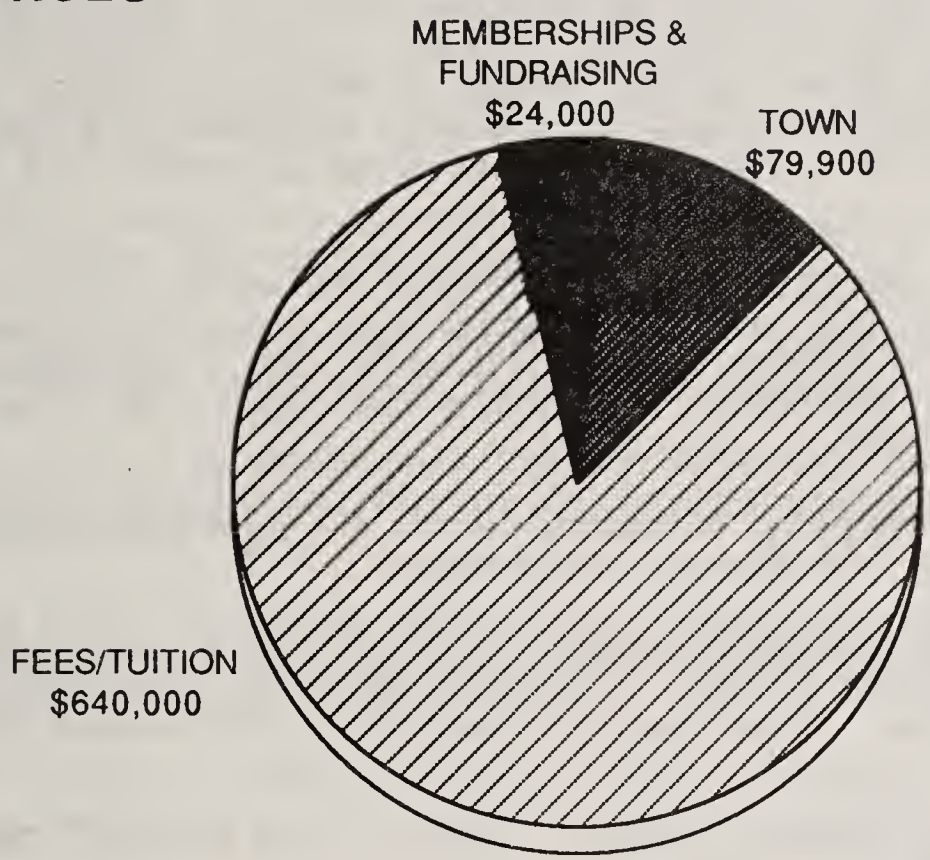
Respectfully submitted,

The Roudenbush Committee

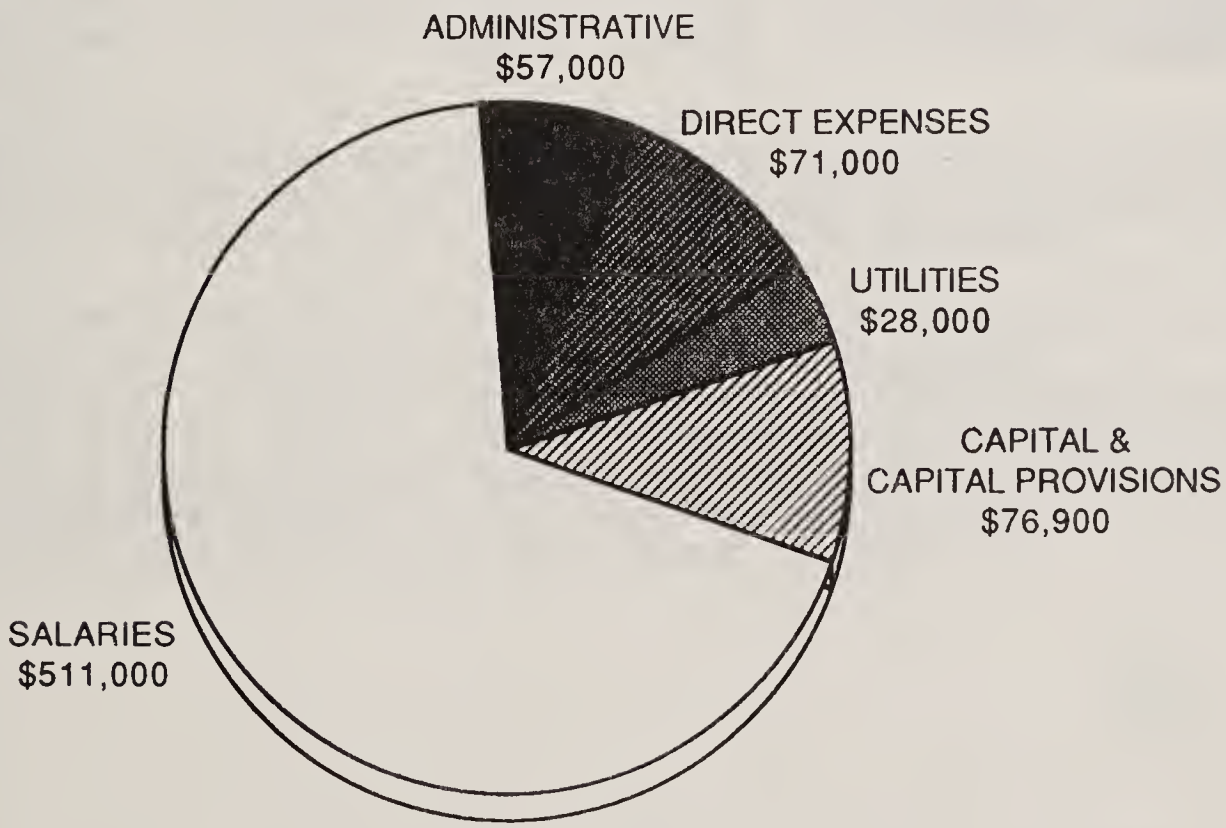
Stella Snyder, Chairperson	Gerri Beck	Barbara Meader
Don Whitehouse, Vice Chair	Cho Chau Li	Jack Vierra
Tim Butler, Secretary	Jack Mangan	Peggy Baranowski

ROUDENBUSH FINANCIAL SUMMARY
FISCAL YEAR '92

SOURCES



USES



TOWN AIDE

The final year of the Town Aide office, through which all of Community Teamwork, Inc. programs are delivered to low-income residents, served a total of 258 families. The majority of these were through the Energy Assistance Program but also included were: Weatherization; Day Care Program; Women, Infant and Children Program; Housing Program; Head Start; Family Shelter; FEMA-Rent/Mtge. Assistance; SSI/SSDI Outreach; Farmers MKT Coupons; Retired Senior Volunteer Program; Foster Grandparents and Senior Companion Programs.

Since the Town Aide Office will no longer be open in Westford, anyone interested in any of these programs can call Community Teamwork, Inc. at 167 Dutton Street, Lowell, MA 459-0551; Fuel Assistance number is 459-6161. Seniors can apply at the Elder Services Center 692-5523.

Dollar value from Community Teamwork, Inc. to Westford residents totalled $137,410.00. We had 37 volunteers.

The food pantry which is stocked by the Westford Kiwanis Club is now located at the Senior Center, 20 Boston Road in Westford. This year we had 72 families receiving Thanksgiving, Christmas and New Year's Baskets.

Many thanks to all the clubs, schools, scouts, and all the churches in Town for making this possible.

Respectfully submitted,

Helena M. Crocker
Town Aide

DIRECTOR OF NURSING SERVICES 1992

As the threat of AIDS epidemic increased daily, an enormous amount of time and effort was spent in 1992 addressing the problem and how to deal with this public health issue.

In cooperation with school administrators a widespread effort was undertaken by the Board to assure that all staff were trained on the HIV virus, universal precautions and the newly revised school AIDS policy. Similar presentations were arranged for the general public and recreation/school coaches using speakers from the Department of Public Health and the Department of Education.

In 1992 in addition to our AIDS programming we provided numerous other health education programs to school students and residents.

- Over 200 high school seniors were instructed on how to perform breast and testicular self examination.

- Dr. I. Craig Henderson former director of the Dana Farber Breast Evaluation Center, lectured residents on breast cancer and mammography.

- All first grade students were presented an anti-smoking program developed by the American Cancer Society and Mass. Medical Association.

- M.L. Carr, former Celtic basketball player presented his anti-drug message to all middle school students.

- All high school seniors were instructed on drug and alcohol abuse prevention, date rape, HIV virus, sexually transmitted diseases and money management in a 5 day session entitled "Life After Westford Academy". This program was arranged by the Board of Health, school health teachers and guidance department.

- Programs discussing adolescent injury prevention, smokeless tobacco skin cancer, and occupational safety were presented to students, employees and residents by area speakers.

This year the Immunization Practices Advisory Committee and the American Academy of Pediatrics recommended universal immunizations of infants with three doses of Hepatitis B vaccine starting at birth. In accordance with this recommendation, the Massachusetts Department of Public Health began providing the vaccine to Boards of Health for distribution to area pediatricians and use in our Well Child Clinic.

Universal Hepatitis B immunization has been shown to be effective in reducing the incidence of the disease. In addition, the cost of immunizing infants is less than half of the cost of immunizing adults. Our hope is that in the near future the State will have funds to extend the protection to our teen population.

This year a C.P.R. course was arranged for all town employees. Westford Firefighter's Bob Benoit and Mark Boldrigine provided Certified Instructors from their company (EMS 2000) to teach the classes. Over 70 employees took advantage of this life saving opportunity and are now certified in basic C.P.R.

As in the past, the Board of Health provides a number of disease prevention and health promotion programs to residents and town employees. These include lead, cholesterol, diabetic and hypertension screenings, flu/pneumonia, adult and child immunizations, well child clinic, mammograms, tuberculosis testing and an excellent dental program. We follow up on all reports of communicable diseases and visit the homebound needing health supervision visits. These combined efforts continue to emphasize our belief that primary and preventative care is the single most effective means of reducing illness in our community.

The Board and I would like to express our sincere appreciation to all the volunteers, organizations, professionals, town departments, Council on Aging, school administration, school nurses and Roudenbush Community Center for their invaluable assistance. We recognize that without their time and financial support we could not offer as many programs and services.

Respectfully submitted

Sandy Collins, R.N., B.S.N.
Director of Nursing Services/Town Nurse

SUMMARY OF SERVICES

Well Child Clinic	51
Flu/Pneumonia Clinics	1005
Tuberculosis Testing	26
Immunizations (Polio, MMR/HIB Hep B, DPT Td)	266
Hypertension Screening	804
Home Visits	51
Lead Screening	145
Cholesterol Screenings	102
Mammograms	19

COMMUNICABLE DISEASES

Rabies	1
Salmonella	5
Giardia	3
Viral Hepatitis	3
Kawasaki	1
Chicken Pox	155
Pertusis	1
Campylobactor	11
Enterocolitica	1
Viral Meningitis	1

TREASURER'S REPORT

JULY 1, 1991 - JUNE 30, 1992

Cash Balance 6-30-91	12,153,879.80	
Total Receipts 6-30-92	30,229,799.54	42,383,679.34
Total Payments 6-30-92	36,060,119.95	
Balance on Hand 6-30-92	6,323,559.39	42,383,679.34

PRINCIPAL AND INTEREST ON LOANS

JULY 1, 1991 - JUNE 30, 1992

DATE	PROJECT	PRINCIPAL	PRIN & INT 6-30-91	PRIN & INT PAID THRU 6-30-92	BALANCE
1/21/92	Willow Rd. Gas Clean Up	100,000.00			100,000.00
7/13/90	Slifer Land	160,000.00		40,000.00	120,000.00
			5,440.00	9,520.00	16,320.00
4/21/90	Gas Clean Up	75,000.00		25,000.00	50,000.00
				4,875.00	4,875.00
9/16/91	Smoke Stake	98,700.00			98,700.00
				3,454.50	17,091.00
10/20/89	Drew Land	200,000.00	40,000.00	40,000.00	120,000.00
			18,120.00	9,070.00	11,160.00
4/19/90	Traffic Lights	320,000.00	64,000.00	64,000.00	192,000.00
			21,088.89	16,917.33	25,306.67
1/13/90	Fire Truck	135,000.00	27,000.00	27,000.00	81,000.00
			8,410.50	6,777.00	10,273.50
6/15/89	Landfill	1,100,000.00	220,000.00	110,000.00	770,000.00
			136,730.00	57,640.00	202,620.00
5/19/87	Library Addition	2,280,000.00	480,000.00	150,000.00	1,650,000.00
			449,895.00	101,250.00	536,850.00
1/30/89	Street Betterments	219,500.00	248,000.00	71,500.00	
			24,054.51	4,712.05	
Town Loans				527,500.00	3,181,700.00
				214,215.00	843,096.17

TRUST FUNDS
JULY 1, 1991 - JUNE 30, 1992

TRUST FUNDS	PRIN	INT AS OF 6-30-91	INT REC 6-30-92	WITHDRAWALS 6-30-92	BALANCE 6-30-92
Perpetual Care	179,775.09	12,193.82	8,343.10		200,312.01
Charles Colburn	1,500.00	919.44	468.17		2,887.61
Wm Wright Cemetery	5,000.00	5,850.00	485.11		11,335.11
Lyman Wilkins	1,413.11	2,076.29	155.99		3,645.39
J. H. Fletcher	500.00	894.59	62.36		1,456.95
Alzone Reed	1,500.00	2,448.13	335.02		4,283.15
Metcalf & Soldiers	1,300.00	7,334.92	386.06	150.00	8,870.98
Book Fund	13,000.00	4,127.10	466.94		17,594.04
Lecture Fund	30,000.00	864.07	1,553.03	1,985.00	30,432.10
All Purpose Fund	11,413.58	2,568.70	1,225.75	1,134.87	14,073.16
Library Trust. Fnd	43,762.49	14,377.61	2,987.39	1,145.09	59,982.40
JV Library Trust	69,616.86		4,260.86	6,264.67	67,613.05
Rainville Education	5,000.00	837.30	259.39	415.00	5,681.69
Conservation Fund	122,873.73	65,185.51	8,380.26	935.00	195,504.50
Whitney Tree Fund	2,500.00	9,521.78	537.49		12,559.27
Whitney Playground	10,000.00	21,659.74	1,415.48	159.90	32,915.32
	499,154.86	150,859.00	31,322.40	12,189.53	669,146.73

PRINCIPAL AND INTEREST ON LOANS
JULY 1, 1991 - JUNE 30, 1992

DATE	PROJECT	PRINCIPAL	PRIN & INT 6-30-91	PRIN & INT PAID THRU 6-30-92	BALANCE
9/10/90	Water Equip.	41,800.00		25,000.00	16,800.00
				2,860.69	1,152.90
5/1/89	Pumping Station	300,000.00	120,000.00	60,000.00	120,000.00
			39,693.75	13,267.50	13,231.25
5/1/89	Water Corrosion	150,000.00	150,000.00	50,000.00	
			17,743.05	3,558.33	
6/15/83	Sparks Hill	485,000.00	400,000.00	50,000.00	35,000.00
			169,215.00	4,350.00	1,268.75
3/31/87	Howard Road	130,000.00	104,000.00	26,000.00	
			18,470.83	1,321.67	
Water Loans				211,000.00	171,800.00
				25,358.19	15,652.90
10/15/90	Blanchard School	14,350,000.00		725,000.00	13,625,000.00
			500,918.75	980,087.50	9,274,807.75
9/10/90	Bleachers	95,000.00		25,000.00	70,000.00
				6,501.56	9,252.19
3/1/90	School Roofs	415,000.00	83,000.00	83,000.00	249,000.00
			27,349.46	21,939.66	32,819.78
11/3/88	Arch. & Engineering	420,000.00	168,000.00	84,000.00	168,000.00
			47,906.25	15,968.75	15,997.92
10/26/87	School Roofs	244,400.00	150,000.00	50,000.00	44,400.00
			39,662.58	6,412.64	3,024.38
8/8/86	School Boiler	106,000.00	84,800.00	21,200.00	
			15,046.11	1,074.72	
School Loans				988,200.00	24,156,400.00
				1,031,984.83	9,335,902.00

Total Principal Paid for FY 1992 1,726,700.00
Total Interest Paid for FY 1992 1,271,558.02

TAX COLLECTOR'S REPORT
JULY 1, 1991- JUNE 30, 1992

	COMM.	COLLECTIONS	ABATEMENTS	REFUNDS	TAX LIENS	TOTAL
BALANCE	1982-1985					
	75,791.94	1,275.03		296.90		74,813.81
1986						
RE	64,366.72					64,366.72
PP	3,826.81					3,826.81
EX	23,307.89	396.12	83.75			22,828.02
BT	230.98					230.98
1987						
RE	30,838.88	3,118.02			4,682.69	23,028.17
PP	1,244.91					1,244.91
EX	21,187.29	527.81	56.25			20,603.23
BT	15.00					15.00
1988						
RE	71,071.58	10,675.06			17,416.83	42,979.69
EX	16,497.19	849.91				15,647.28
BT	386.00					386.00
1989						
RE	177,592.96	61,292.07			25,500.59	90,800.30
PP	2,955.13					2,955.13
EX	20,553.78	2,486.06		44.46		18,112.18
BT	285.00					285.00
1990						
RE	413,747.33	236,175.47	500.00	665.06	70,711.94	107,024.98
PP	11,449.03	3,654.04	1,086.10			6,708.89
EX	91,305.99	51,819.42	2,461.04	484.79		37,510.32
BT	572.00					572.00
1991						
RE	1,236,263.47	712,329.43	68,195.41	4,510.96	96,103.15	364,146.44
PP	5,980.63	2,837.55	1,151.39	30.00		2,021.69
EX	371,837.03	330,029.58	10,014.80	6,302.16		38,094.81
BT	1,061.00	738.00	15.00			308.00
1992						
RE	15,771,354.45	15,102,997.49	83,467.05	143,693.19		728,583.10
PP	243,395.54	182,152.22	2,603.09	2,934.96		61,575.19
EX	719,028.77	636,643.28	22,400.18	5,073.94		65,059.25
	19,376,147.30	17,339,996.56	192,034.06	164,036.42	214,415.20	1,793,737.90

RE= Real Estate PP= Pesonal Property EX=Excise BT= Boat

Paula Brule
Treasurer/Collector

VETERANS' SERVICES

Veterans' Services according to the laws of the Commonwealth of Massachusetts are for the veterans and their dependents, widows and/or orphans. Its basic concept creating fiscal assistance to veterans and dependents had its roots in legislation established in 1861 according to Chapter 115 of the General Laws of the Commonwealth. This law has been recodified, strengthened and amended following each war in order to include each and every veteran. Therefore, each and every veteran has a right to be served with dignity and courtesy whenever he finds himself in need. In FY '91-92 eighteen veterans and four widows were serviced as direct cases receiving ordinary benefits and medicals in the amount of:

Annual Town Meeting Appropriation:	$70,000.00	(July 1, 1991)
Special Town Meeting Appropriations:	17,500.00	(May 9, 1992)
	$87,500.00	

Ordinary Benefits expended:	$73,712.00
Medical Benefits expended:	2,046.58
Returned to the Town:	11,741.42
	$87,500.00

Sixty-three Veterans were serviced with indirect services such as filing for grave markers, obtaining lost or missing war records, flags and holder as well as information and referral of various programs. All reimbursements at a 75-25 percent ration were received from the State Office to the Town.

This is the last year that the Town of Westford will have a full-time Veterans' Agent as we are now in a district with the Town of Chelmsford and the new Agent, Kevin Cody, can be reached at 692-5522 or 251-0123 for an appointment.

Respectfully submitted,

Helena M. Crocker
Veterans' Agent

Ret. Col. Jerry G. Berkowitz
Director Veterans' Services

TOWN OF WESTFORD

WATER DEPARTMENT

WESTFORD, MASS., 01886 January 29 1993

REPORT OF THE WATER DEPARTMENT SUPERINTENDENT
FOR THE YEAR ENDING DECEMBER 31, 1992

NUMBER OF GALLONS PUMPED:

JANUARY	31,119,100
FEBRUARY	29,137,500
MARCH	33,371,400
APRIL	31,180,000
MAY	44,205,800
JUNE	51,032,300
JULY	46,126,500
AUGUST	43,287,500
SEPTEMBER	41,428,500
OCTOBER	33,091,900
NOVEMBER	33,126,200
DECEMBER	33,689,900
TOTAL	450,796,600

LARGEST DAY - JULY 28, 1992	2,435,000
LARGEST WEEK - JUNE 14-JUNE 20, 1992	13,207,800
AVERAGE DAILY CONSUMPTION FOR YEAR	1,209,651

NUMBER OF HYDRANTS	-	618
MILES OF WATER MAIN	-	82 miles
NUMBER OF SERVICES	-	3,869
NUMBER OF METERS	-	4,446
NEW SERVICES	-	101
SERVICE RENEWALS	-	16
WATER MAINS INSTALLED	-	12,285 ft.
HYDRANTS INSTALLED	-	22

Respectfully submitted,

Warren Sweetser
Superintendent

TOWN OF WESTFORD

WATER DEPARTMENT

WESTFORD, MASS., 01886 January 28, 1993

FY92
ANNUAL REPORT

RECEIPTS:				
WATER RATES			945,522.24	
MISCELLANEOUS & SERVICES			51,756.60	
GUARANTEE DEPOSITS			119,365.35	
INTEREST			316.58	
REFUNDS: WATER RATES		3,333.36		
MISC. & SERVICES		355.00		
GUARANTEE DEPOSITS		7,437.10	(11,125.46)	
UNEARNED DEPOSITS			(9,600.00)	$1,096,235.31
EXPENDITURES:				
WAGES & SALARIES			278,002.60	
MAINTENANCE & OPERATIONS			206,161.83	
PIPE & SUPPLIES			43,588.84	
METER REPLACEMENT			23,996.00	
MASTER PLAN			3,725.00	
PAVEMENT HEATING BOX			2,500.00	
SURPLUS FUNDED ACCOUNTS (see attached)			55,425.12	
LOAN FUNDED ACCOUNTS (see attached)			18,457.85	
LOAN PAYMENTS:				
CORROSION CONTROL FACILITIES		53,558.33		
COTE PUMPING STATION		73,267.50		
HOWARD RD. WATER MAIN		27,321.67		
SPARKS HILL STORAGE TANK		54,350.00		
TRUCK/BACKHOE/EQUIPMENT		27,860.69	236,358.19	$ 868,215.43
TRANSFER TO GENERAL FUND:				$ 59,624.81

WAGES & SALARIES	APPROPRIATION	EXPENDED
SUPERINTENDENT	43,495.00	38,979.03
MAINTENANCE WORKERS	162,395.00	127,616.48
CLERICAL	48,972.00	47,657.83
COMMISSIONERS	1,200.00	1,200.00
METER READERS	8,000.00	8,724.80
OVERTIME: FIXED/EMERGENCY	28,840.00	26,781.92
FLUSHING	17,550.00	17,541.24
ACCUMULATED VACATION BUY BACK	0.00	9,501.30
MAINTENANCE & OPERATIONS:		
ELECTRICITY	80,600.00	76,408.55
HEATING FUEL	8,000.00	4,858.97
ADVERTISING	1,500.00	1,640.25
COMPUTER MAINTENANCE	4,000.00	3,653.48
ENGINEERING	1,000.00	1,000.00
LABORATORY FEES	6,800.00	9,514.50
TELEMETERING	3,390.00	3,381.32
POSTAGE	6,100.00	6,080.69
PAGING	350.00	566.60
COMPUTER SUPPLIES	6,000.00	6,144.24
DIESEL FUEL	2,000.00	2,310.17
OFFICE SUPPLIES	1,000.00	1,084.31
OFFICE EQUIPMENT	1,000.00	1,086.64
COPIER	1,000.00	870.00
REPAIRS/BUILDING & EQUIPMENT	12,500.00	11,054.23
HARDWARE SUPPLIES	3,800.00	3,795.83
GASOLINE	5,000.00	4,227.23
REPAIRS/TRUCKS & BACKHOE	7,500.00	6,910.20
WELL TREATMENT/CHEMICALS	55,000.00	36,312.51
MEMBERSHIP/DUES	1,000.00	747.00
HOT TOP & GRAVEL	6,200.00	6,280.85
INSURANCE	6,000.00	6,742.00
UNIFORM ALLOWANCE	3,325.00	2,850.00
CONFERENCE/TRAINING	1,000.00	1,348.50
WELLS & IMPROVEMENTS	7,500.00	7,293.76
PIPE & SUPPLIES	45,000.00	43,588.84
METER REPLACEMENT	24,000.00	23,996.00
MASTER PLAN	30,000.00	3,725.00
PAVEMENT HEATING BOX	2,500.00	2,500.00

SURPLUS FUNDED ACCOUNTS

TELEMETERING SYSTEM #2100		
ACCOUNT BALANCE, JULY 1, 1991		91,877.10
ENGINEERING EXPENSES	9,307.10	
SPECIAL TOWN MEETING 5/9/92		
TRANSFERRED FROM SURPLUS		37,300.00
ENDING BALANCE		119,870.00
PUMP TESTING NEW WELL SITES #0722		
ACCOUNT BALANCE JULY 1, 1991		33,754.83
ENGINEERING EXPENSES	29,476.15	
ENDING BALANCE		4,278.68
PARCEL OF LAND OWNED BY DONALD LEBLEU #2183		
ACCOUNT BALANCE JULY 1, 1991		300.00
ENDING BALANCE		300.00
OAK HILL ROAD EXTENSION #1931		
RE-OPENED 9/13/91 ACCOUNT BALANCE		8,454.21
PIPE AND SUPPLY EXPENSE	4,285.74	
ENDING BALANCE		4,168.47
GRANITEVILLE ROAD TO COLD SPRING ROAD #1927		
OPENED 10/3/91 SPECIAL TOWN MEETING		
TRANSFERRED FROM SURPLUS		5,500.00
ENDING BALANCE		5,500.00
OAK STREET TO CHESTNUT STREET WATER MAIN REPAIRS #1682		
OPENED 10/31/91 SPECIAL TOWN MEETING		
TRANSFERRED FROM SURPLUS		10,000.00
ENDING BALANCE		10,000.00
WEST STREET TO NEW MIDDLE SCHOOL #1586		
OPENED 10/3/91 SPECIAL TOWN MEETING		
TRANSFERRED FROM SURPLUS		15,000.00
RELATED EXPENSES	12,356.13	
ENDING BALANCE		2,643.87
TOTAL EXPENDITURES	55,425.12	

ACCOUNTS TO BE CARRIED FORWARD

TELEMETERING	119,870.00
PUMP TESTING NEW WELL SITES	4,278.68
PARCEL OF LAND OWNED BY DONALD LEBLEU	300.00
OAK HILL ROAD EXTENSION	4,168.47
GRANITEVILLE RD. TO COLD SPRING RD.	5,500.00
OAK STREET TO CHESTNUT STREET	10,000.00
WEST STREET TO NEW SCHOOL	2,643.87
CORROSION CONTROL	4,143.44
COTE PUMPING STATION	9,827.92
MASTER PLAN	26,275.00
TOTAL CARRY FORWARD	187,007.38
1991 CARRY FORWARD	166,815.35
NET CARRY FORWARD	$20,192.03

BUDGETED EXPENSES	947,675.19
ACTUAL EXPENDITURES	868,215.43
EXPENSE SURPLUS	79,459.76
TOTAL REVENUE	1,096,235.31
PROJECTED REVENUE	939,500.00
REVENUE OVER PROJECTION	156,735.31
SURPLUS BALANCE 7/1/91	345,722.79
EXPENSE SURPLUS	+ 79,459.76
REVENUE OVER PROJECTION	+156,735.31
LESS TRANSFER 10/91 SPECIAL TOWN MEETING	- 30,500.00
LESS TRANSFER 5/92 SPECIAL TOWN MEETING	- 37,300.00
NET CARRY FORWARD	- 20,192.03
SURPLUS BALANCE 6/30/92	$493,925.83

LOAN FUNDED ACCOUNTS

CORROSION CONTROL FACILITIES #2182

ACCOUNT BALANCE JULY 1, 1991		19,186.29
RELATED EXPENSES	15,042.85	
ENDING BALANCE		4,143.44

HERVEY J. COTE PUMPING STATION #2181

ACCOUNT BALANCE JULY 1, 1991		13,242.92
RELATED EXPENSES	3,415.00	
ENDING BALANCE		9,827.92

Respectfully submitted,

THE BOARD OF WATER COMMISSIONERS

Harold Fletcher Sr

Walter Marcella

Jeffrey Rider

Harold Fletcher, Sr., Chairman

Walter Marcella, Secretary

Jeffrey Rider

WESTFORD ARTS COUNCIL

The Westford Arts council (WAC) is responsible for inviting, reviewing and approving grant applications from area artists and arts related organizations. Funds available for grants are allocated to WAC by the Massachusetts Arts Lottery Commission. The Commission receives its funds from the state lottery games.

In 1992 the WAC received 15 applications and approved 8 for all or partial funding in the of $3,260. These included:

Westford Regional Art Event
Blanchard Middle School
Nabnasset/Abbot School
Day/Robinson School
Tadmuck Senior Center
Story Telling Festival
Roudenbush Community Center
Westford Chorus

The Council also gave two $300 scholarships to Westford Academy.

Respectfully submitted,

Gerald Beck
Susan DeAmicis
Andrew Kusmin
Janet Rice
Eileen Seamonds

NASHOBA VALLEY TECHNICAL HIGH SCHOOL

Serving the Towns of Chelmsford, Groton, Littleton, Pepperell, Shirley, Townsend and Westford.

DISTRICT SCHOOL COMMITTEE

Howard Burns, Chairman	Pepperell
Irene Machemer, Vice Chairman	Townsend
Charlotte Scott, Secretary	Westford
Thomas Carey	Chelmsford
Robert Union	Westford
Charla Boles	Groton
Donald Reeves	Chelmsford
Stratos Dukakis	Chelmsford
Augustine Kish	Littleton
Karen Johnson	Shirley
Joan O'Brien	Westford
Jerilyn Bozicas	Pepperell

ALTERNATES

Harvey Atkins, Jr.	Littleton
Stephen Dunbar	Townsend
L. Peter Noddin	Shirley
Jordan Waugh	Groton
Samuel Poulton	Chelmsford
Alfred Buckley	Pepperell

ADMINISTRATION

Bernholdt Nystrom	Superintendent-Director
David McLaughlin	Assistant Director/Principal

SUPERVISION

Victor Kiloski	Academic Coordinator
Paul Royte	Guidance Director
Paula Page	Special Education Coordinator

BUSINESS MANAGEMENT

Ralph Dumas	Accounting Manager

Nashoba Valley Technical High School's enrollment, as of October 1, 1992, is as follows:

Chelmsford	100
Groton	31
Littleton	23
Pepperell	85
Shirley	52
Townsend	46
Westford	62
Tuitioned	53
Total	452

Nashoba Valley Technical High School is accredited by the New England Association of Schools and Colleges, Inc. and provides its students with on-the-job training, saleable skills, a co-op program, a high school diploma, a trade certificate, an opportunity for further education at a college of their choice and job placement.

Each year, qualified seniors may elect to take advantage of our Co-op Training Program which allows senior students to work in industry during their shop weeks and receive valuable training in their chosen fields as well as a salary.

The following programs are offered at Nashoba Technical High School:

Technical Programs

Auto Body
Automotive
Building & Grounds (Spec Ed)
Carpentry
Culinary Arts & Baking
Data Processing
Drafting
Electrical
Electronics
Horticulture/Landscaping
Machine
Medical Occupations
Metal Fabrication
Painting & Decorating
Plumbing & Heating
Printing

Academic Programs

English
Social Studies
U.S. History
Consumer Education
General Mathematics
Algebra
Geometry
Trigonometry
Advanced Mathematics
Biology
Physics
Chemistry
How to Start Your Own Business

In addition to the technical and academic programs, a full Inter-Scholastic Athletic Program is offered to the students.

Adult Education

Nashoba Valley Technical High School's Adult Education Program is open to anyone of high school age or over. Residents from all communities are welcome to participate in the many diversified courses which are offered during both the fall and spring semesters. This year 531 students enrolled in our Adult Education Program during the fall semester.

Adult Day Classes

This year, to accommodate District citizens who are unemployed or under employed, the Nashoba Tech accepts adults into some of the technical programs where seats are available. This program helps unemployed or underemployed attain the skills needed to find a new position or become better qualified in their present positions, thereby offering the underemployed a chance at promotions.

WESTFORD PUBLIC SCHOOLS

1991-1992 ANNUAL REPORT

OVERVIEW

The 1992-92 school year evidenced many changes in the Westford Public Schools. The K-12 enrollment continued to increase; however, fiscal constraints required further reductions to personnel and services throughout the system.

To lessen the impact of budget reductions on direct classroom instruction, two important areas of our system were addressed. First, the Superintendent initiated a systemwide administrative reorganization which resulted in savings of approximately $100,000 to the fiscal budget. Additionally, after considerable analysis and discussion, it was decided to change the schools daily starting and closing times such that we would have two different elementary school time schedules. This allowed the school department to reduce the transportation budget by $180,000.

With the substantial completion and impending opening of the Blanchard Middle School in September 1992, a committee of staff and parents studied a variety of elementary grade level organizations for recommendation to the School Committee. The hard work of the Study Committee, combined with the Superintendent's demographic analysis, resulted in the adoption by the Westford School Committee of a K-2, 3-5 elementary grade level reorganization for the 1992-93 school year.

After two years of careful study by the staff and Citizens Advisory Committee for Health, a comprehensive AIDS curriculum was adapted by the School Committee. Additionally, the Director of Curriculum, working in conjunction with the Early Childhood Task Committee studied the feasibility of a 2-1/2 day pilot kindergarten program for part of the kindergarten population in 1992-93.

Throughout the 91-92 school year, planning was being conducted so that the large scale reorganization of buildings, students, and staff would take place as efficiently as possible at the end of the year. The planning efforts by administration and staff culminated in a very successful "move-up" day in June. On this day, students and staff moved many books and materials to their respective new schools and became familiar with their building for the 92-93 school year.

During the school year, Robert Shepherd, a highly respected member of our high school teaching staff, tragically died of a heart attack. Bob will continue to be greatly missed by our entire school family.

In the spring Cathy Lane, who gave many years of dedication and work to the school children of Westford, retired from the Westford School Committee. Her deep compassion, reason, and wit will be greatly missed. We also wished a happy and healthy retirement to several long-time employees of the Westford Public Schools. The retiring staff included Dorothy Britko, Kay Stiling, Sandy Tofanelli, and Robert Talbot. Dot was a school secretary who ended her many years in the schools at Cameron School - retiring with the school she loved. She combined a very professional attitude with a caring demeanor that always made a child feel comfortable in her presence. Kay had been the Financial Secretary at Westford Academy for some years prior to moving to the Central Office as Secretary to the Business Manager. Her determined nature and untiring effort were exemplary. Sandy was an indispensable member of the High School Guidance secretarial staff. She spent many years helping Westford youth, parents, and staff by keeping all the Academy records in immaculate order. Bob Talbot was an

outstanding custodian in the school system for twenty-six years. His buildings were noted for their impeccable cleanliness, a manifestation of his pride toward his job and the school system.

Again this year, we wish to thank the many parent and community volunteers who have assisted in our school system. You have helped continue to make Westford a very special Town.

SCHOOL REPORTS BY GRADE LEVEL

WESTFORD ACADEMY

This year marked the 200th anniversary of the founding of Westford Academy -- a very proud milestone for the Westford Public Schools. The year's festivities began on October 19 with a Bicentennial parade, led by Honorary Chair of the Bicentennial Committee, Gordon B. Seavey, Class of '22 and a Trustee of Westford Academy for 54 years. That evening, alumni, staff, and friends attended a Bicentennial Banquet to celebrate the start of the Bicentennial year.

The actual anniversary day was celebrated on Founders' Day, April 30, 1992. There were tree plantings at the sites of both the original and present Academies, and the unveiling of a new sculpture at Westford Academy. The outdoor ceremonies were followed by an open house throughout the Academy to display the facilities and the achievements of our students. That evening a buffet (prepared by the Westford Academy Home Economics students) followed by a Founders' Day Assembly, including music from the past 200 years played by the Westford Academy Symphonic Band, capped off the day.

Program Development

Several initiatives were begun by faculty members at the Academy. In concert with the systemwide effort to integrate higher order thinking approaches, Departmental Coordinators have collaboratively worked with teaching teams to identify course goals in teaching problem solving and organizing activities that will develop these skills. Problem solving models have been examined with agreement on important steps to include in the process.

Related to this work was a plan to carefully examine open-ended question approaches during the 1992-93 school year. The intent is to study how to expand upon traditional testing approaches and provide opportunities for students to think through and write about solving problems and dilemmas.

Westford Academy teachers are also exploring methods to help students to work together during class time. Group work skills, essential for adult living, are receiving careful attention with several teachers using cooperative learning approaches. This initiative requires student understanding about group membership responsibilities and further promotes problem solving skills.

In addition, the cooperatively taught Grade 9 English/Western Roots of Civilization is receiving careful review. Benefits of the program are being carefully studied along with ways to improve the offering. Teachers feel that by coordinating the two courses so that the teachers are planning, introducing and monitoring instruction, students are enjoying a more comprehensive experience. In 1992-93, the plan is to explore further expansion of the program with the possible introduction of art, music, and foreign language.

As an example of the academic achievement of our students this year, we had three National Merit Scholarship Finalists - Margaret Carey, Scott Marrus, and Sarah Robinson - plus ten Commended students - John Carroll, Meredith Dodson, William Ewers, Pamela Gray, Duncan MacPhail, Tariq Malik, Gretchen Rice, Elisabeth Riley, Raquel Schott, and Rebecca Shaw. This was a much larger group than would normally be expected for a school of our size. In addition, Westford Academy provided the Massachusetts representative to the National Shakespeare Competition - Amy Montminy.

The academic year concluded with graduation ceremonies on June 5, at the War Memorial Auditorium in Lowell. Two hundred seventeen seniors graduated, with almost 92% continuing on to college (80% to four-year institutions). Our graduates will be attending prestigious colleges and universities nationwide -- a tribute to Westford Academy's staff and their hard work. A large number of these graduates received welcome financial assistance toward their college experience through the generous scholarships and awards given by the Westford Academy Trustees and other groups and individuals. We continue to be grateful for the continuing commitment to our children's education which these gifts represent.

In Memoriam

We were saddened by the death early this year of Bob Shepherd, a Westford Academy Social Studies teacher and a member of the Westford Public Schools family since 1967. A perpetual scholarship in his name has been established.

WESTFORD MIDDLE SCHOOLS

This year marks an end and a beginning for the middle schools in Westford. It is a time of mixed emotions as we say "Good-bye" to Abbot and Day and "Hello" to Blanchard Middle School. Student Council members and eighth graders are already looking ahead and have made gifts of trees and shrubs to Blanchard. The final rite of passage took place on the last two days of school, when middle schoolers carried textbooks to their new classrooms and toured their new "home."

Many events and activities highlighted the year. In December, sixth graders participated in M.L.Carr Day, having an opportunity to talk with the former Celtics star and hear his message on self-esteem and staying free of drugs. The Abbot and Day students were then divided into small groups for some cooperative group activities, followed by a roller-skating social.

The newly combined Middle Schools PTO sponsored two all school theater trips to U. MASS Lowell. Our 600+ middle schoolers enjoyed a laser light show in the fall and "Freedom Train: The Story of Harriet Tubman" in the spring.

This year's Inventors' Fayre featured a record number of creative and ingenious gadgets created by many of our budding inventors. Five inventions from each middle school were chosen for display at the systemwide Inventors' Fayre sponsored by the Westford Partnership and Roudenbush.

The middle schools have embarked on a new and exciting endeavor, a collaboration with the Bartlett School in Lowell - *Sister Schools Promoting Brotherhood.* Westford teachers have visited Bartlett, and Bartlett teachers visited Abbot and Day. A planning committee, including teachers from each school, held several meetings at U. MASS Lowell; and a number of activities have been developed. A group of Westford sixth graders have become pen pals with sixth graders at Bartlett, sharing information about their schools and communities. A seventh grade planning group met with a group of Bartlett seventh graders to discuss a joint history/research project for next year. We also look forward to two "Arts Nights" next year - Blanchard's band and Bartlett's chorus performing in exchange concerts, accompanied by a joint Blanchard/Bartlett art exhibit. We hope these activities will be just the beginning of a long and successful collaboration with our "Sister School."

Blanchard Middle School has been accepted as a "founding member" of the Massachusetts Middle Grade Regional Alliance Network. The network is made up of 41 middle schools, three colleges/universities, and two educational agencies, grouped geographically into five alliances. The focus of the alliances is to explore successful and innovative practices in middle level education, to provide staff development for its members, and to prepare our middle schoolers for the 21st century. Our alliance, the Northeast Alliance, has already met twice at Gordon College in Wenham and has begun plans for an interesting year of staff development opportunities for all of its members.

The Middle Schools PTO has had a very successful year. Their continued support of the schools is greatly appreciated. Library volunteers have done yeoman's duty assisting our new media specialist sort through the long neglected collections and prepare for the "big move." The first annual Citrus Sale was a huge success. Students and parents sorted, packed, and distributed hundreds of boxes of oranges and grapefruit on a snowy December afternoon and evening. This one fund-raiser provided the means for the PTO to support numerous enrichment programs for students.

A new adventure is beginning as we open Blanchard Middle School. As we turn the page in the history of middle schools in Westford, we look forward to new challenges and the continued pursuit of excellence in middle school education.

ELEMENTARY SCHOOLS

This year marked the end of an era for our elementary schools: the last year in Cameron and Frost Schools, the last year of kindergarten classes housed in Westford Academy, and the last year of buildings filled to almost overflowing. In spite of such physical obstacles, the year was an active and productive one thanks to the continued cooperation of teachers, students, parents, and the community.

The curriculum at the elementary level was focused on participatory learning -- students actively engaged in their own education. A good example of this was the science kits used throughout the elementary grades. These kits provided demonstration and experimental materials for "hands-on" science learning, enabling kids to learn science concepts by exploring different phenomena, such as plant growth or electric circuits. Workshops through the Merrimack Education Center provided training for teachers in how to use these kits effectively. Our staff has also developed additional kits on their own. Another hand-on science activity was the National Geographic Telenet Program used by fourth and fifth graders. In this program, students compare results of their research with students in other parts of the country using computer links. Other students participated in research on Boston Harbor through a program with the New England Aquarium. We also moved toward a more problem-solving oriented approach to mathematics instruction with the piloting of two new elementary mathematics programs this year. One of them from D.C. Heath, was selected for systemwide implementation next year.

In language arts, one of the points of focus was implementing process writing concepts in class. Under this approach, students are provided feedback by teachers on their compositions at intermediate stages and learn how to revise and improve their work. In the spring, students again participated in the Authors' Program with children's writer Jeff Kelley. They wrote their own books and exhibited their works (including illustrations!) on Authors' Day in June.

This past year also saw the introduction of new report cards at the elementary level. These are designed to reflect more accurately students' mastery level of the various subjects. Closely coupled with the new report cards, many teams used portfolios in their assessments of students -- focusing on a broad range of projects and papers, rather than just tests, to give a better picture of overall achievement.

Many interesting activities this year (such as Authors' Day and the Aquarium Program mentioned above) were the result of enrichment programs provided by the various school PTO's. Funds raised by the PTO's and the Westford Partnership also provided for a number of other field trips, special events, and school supplies, for which we are very grateful. Perhaps more important than money, however, was the time unselfishly donated by parents, volunteering in the classrooms, and the school libraries (with the help of our Reading Assistants). In return, we have tried to give something back to the larger community, through children collecting and donating food during Hunger/Homeless Week for the Greater Lowell Food Bank.

As June arrived, both students and staff began looking forward (with anticipation and some apprehension!) to the move to new buildings next year. Our elementary schools will be grouped into grades K-2 (Robinson and Nabnasset) and grades 3-5 (Norman E. Day and Abbot). The Cameron and Frost Schools will move on to other, productive uses in the Town with senior citizens and the Roudenbush Community Center. "Move-up" days came at the end of the school year with students having a chance to visit their new buildings, get acquainted, and even help move their books in the process! The glimpse of new things to come was a fitting end to an exciting year!

CURRICULUM AND INSTRUCTION

Important curriculum initiatives were undertaken in a number of areas during the 1991-92 school year. These have been the result of teachers, administrators, and parents working together to find better ways to provide instruction for our students.

Math - a detailed assessment in 1990-91 showed that a revision in mathematics instruction was necessary. Follow-up studies and comparisons with recommendations from the National Council of Teachers of Mathematics identified five goals as the foundation for math instruction:

1. Students should learn to value mathematics. They need to understand how mathematics relates to other disciplines, such as humanities and the physical, social, and life sciences.

2. Students should learn to reason mathematically. Skill in making conjectures, gathering evidence and building an argument should be valued as much as the ability to arrive at the correct answer.

3. Students should learn to communicate mathematically. As students read, write, and speak the language of math, they will clarify, refine, and consolidate their thinking.

4. Students should become confident of their math abilities. Study that relates to everyday life and that builds students' self reliance will lead them to trust their thinking skills.

5. Students should become math problem solvers. Problem solving, an essential skill to becoming productive citizens, is the process by which students discover and apply the utility of mathematics.

Agreement on these goals led to the piloting of two elementary math programs with the decision in June to adopt the D.C.Heath Math Connections program in 1992-93. Of particular interest is the integration of a variety of activities designed to stimulate student interest: manipulatives, computer software, language arts related items, and connections with the home.

Language Arts - Several revisions are in progress in language arts. At the elementary level, our assessment of instruction and review of the literature resulted in a decision to replace relatively outmoded materials with more current, interesting approaches. Two programs, Silver Burdett-Ginn and D.C. Heath were selected for piloting in 1992-93 because they successfully coordinated the use of good literature with skills development, as well as provided interdisciplinary links to other curriculum areas.

At the middle schools, teachers have been examining the coordination of language arts. Revisions have defined expectations for reading and writing and have identified strategies to enhance instruction.

At Westford Academy, English Department members have reviewed the literature, visited model sites, and worked with University of Massachusetts/Lowell staff to develop the concept of a writing center. The center will focus on strengthening students' writing skills by providing adequate computer facilities for the process writing approach, allowing a number of revisions/rewrites of compositions based on teacher inputs.

Science - At the elementary level, nine classroom teachers worked with materials developed by the National Science Resource Center at the Smithsonian Institution. These "hands-on" materials are designed as eight-to-nine week units in life, health, earth, and physical sciences. The response was quite positive, and the effort will be expanded to other classes in 1992-93.

Social Studies - At Westford Academy, the teachers involved with the team-taught ninth grade English/Roots of Civilization course are examining ways to expand it to include art, music, and other disciplines. The intent is to develop an even broader cross-disciplinary approach, providing more stimulating thematically-based instruction for students.

Health - The Health Task Committee, composed of teachers and nurses, and the Citizens Advisory Committee for Health, consisting of community representatives and health professionals, developed an AIDS Awareness Program that was introduced to grades K-5 this year. The program provides the knowledge appropriate for young children and allays unfounded fears of the disease. At the middle school, a grant from the Coalition for Health Education in the Schools enabled us to add an interactive video disc program on AIDS.

At Westford Academy, a "life after Westford Academy" program was presented to all seniors. The program addressed the topics of substance abuse, date rape, AIDS awareness, and time management. Area specialists worked with Academy teachers and student Peer Counselors in small group discussions to help students make responsible decisions after graduation.

Computers - The Compute Task Committee has worked with the Citizens Advisory Committee for Computers to define a long-term plan for computer instruction, elementary through high school. Equipment needs have been identified and a networking plan developed for the new middle school to maximize equipment usage. A similar study is in progress at Westford Academy.

All of these activities represent a continuing commitment on the part of the teachers and administrators of the Westford Public Schools to improve our curriculum, and thereby improve the quality of the education of our young people.

SPECIAL EDUCATION

Eighty-two children between the ages of 3 and 21 were referred for evaluations under Chapter 766 and sixty-four were found to be in need of special education services. Although twenty-two more children were placed in special education than the previous school year, Westford's special education enrollment (12%) is significantly lower than the State average (17%). This substantial difference can be attributed to the hard work and commitment on the part of teachers, support staff and administrators who recognize individual differences in students and provide varied instruction enabling students to achieve individual success without making them special needs. Special needs and regular class staff are working together on behalf of all students with divergent learning styles. Our goal is to improve the learning opportunities for all students in Westford.

The Special Needs Department was successful in obtaining Federal grant monies to improve the quality of services within Westford Public Schools without increasing the school budget. Two special education teachers from the Day Middle School were awarded a Commonwealth Resource Grant designed to provide thirty-five hours of training to help special education and regular class teachers to improve behavioral management skills to at-risk students and to provide greater opportunities for integration by working on cooperative learning, social skills instruction and curriculum modification practices. A second Commonwealth Inservice Grant provided fifty-eight hours of training by a clinical psychologist to help staff to better identify the emotional/behavioral needs of students while developing effective strategies to help students overcome emotional obstacles to learning. A Technical Assistance Grant was also awarded to the Special Education Department for the purpose of training special education and regular class teachers on how to develop strategies and create materials for low achieving students in the regular class setting. Finally, a parent of a special needs student wrote a grant to fund an inservice on handicapping conditions for local PTO meetings, and to purchase current literature on the handicap for the public library. Federal and State monies awarded to the special needs department this school year appropriated $170,000 defraying substantial costs to the Town of Westford.

For the first time in years, Kindergarten screening was held in September and not in the spring. Of the two hundred and sixty-nine children screened this fall, only two children were recommended for a Team evaluation. Special needs staff met with the Kindergarten teachers to review the results of the screening and discuss concerns about students on teacher observation. As a result, a watch list was developed based on conferences with teachers. These children were monitored to ensure they would make appropriate progress. Special needs teachers were able to provide extra support to these children in their Kindergarten classes without making them special needs under the Regular Education Initiative (REI) Program. At the conclusion of the school year, only three children were referred for a Team evaluation because they were not progressing as expected. Parents and staff were very pleased with the results of both the fall screening and REI efforts this year.

Westford Public Schools continues to provide its own transportation for special needs children. Approximately sixty children were transported daily with substantial savings to the Town. Total savings by having our own transportation system for the past six years approximates $400,000. However, the most important component of our transportation program is the outstanding care and service given by the drivers. These individuals, many of whom are parents of special needs children, care for the children as they would their own. Parents continue to be impressed with the quality of this program.

Much progress was made this year with the Regular Education Initiative (REI). Special needs and regular education staff systemwide began to integrate special needs students within the regular education setting. Although these efforts varied from school to school, every special needs teacher spent part of each day in a regular classroom. Federal monies were utilized to reimburse staff for extra work days to develop effective teaching strategies for the REI. Perhaps the greatest benefit of having special needs and regular education teachers work together in the same classroom is that low ability and needy children are less likely to perceive themselves as failures. This program promotes Westford's educational philosophy that all children can learn and all children learn differently.

Finally, a parent assessment of the Evaluation Team Meeting process was completed this past school year. A total of 330 parent responses over a three year period were recorded to provide feedback concerning the merit and worth of the Team Evaluation process. The results indicated that there was a ninety-eight percent satisfaction rate over the past three years. However, such a high level of satisfaction would not have been possible without the steadfast support from parents, support staff, teachers, and administrators in the Westford Public Schools. Without their dedication and commitment to special needs children, the high quality of educational services currently given to our children could not be maintained. The strong support given by Dr. John Crisafulli, Superintendents of Schools, and each member of the School Committee, who continue to advocate for the educational needs of all children, should also be acknowledged.

PLANT OPERATIONS & MAINTENANCE

The maintenance of buildings and grounds in the Westford Public Schools again received significant attention during the 1991-92 school year. Our approach is to continue with preventative maintenance projects throughout the year so as to avoid major repairs.

The major capital replacement project during the school year was the replacement of the 90' smokestack at Westford Academy. Several inspections by engineers and the Town Building Inspector showed that the original smokestack was seriously rusting. There were numerous holes in the sheet metal of the stack and the overall structural integrity was deteriorating.

The School Department continued the implementation of energy conservation projects. As a result of the Energy Initiative Program from Massachusetts Electric Company, many of these projects were at little or no cost to the school system. Motion sensors were installed at the Westford Academy so that lights would turn off automatically in unoccupied rooms throughout the day. Additionally, high efficiency motors were obtained through the Mass. Electric Program to replace older, less efficient motors. The weather-stripping of doors continued throughout all schools. The objective of all conservation measures has been to reduce our overhead expenses.

The boilers were cleaned and inspected in all buildings during the summer months. There continued to be periodic servicing of our HVAC systems in all buildings. At the Abbot School, major repairs were made to the burner after flooding damage was sustained as a result of a hurricane.

During the 1991-92 school year, the school department began to address important handicapped accessibility issues in several buildings. Bathrooms at the Abbot, Nabnasset and Day Schools were made handicapped accessible. These alterations represented the initial step in a plan to bring all school facilities into compliance with the Americans With Disabilities Act.

Our maintenance efforts extended outside the buildings. Several sets of granite steps were rebuilt at the Abbot School. The steps had exhibited a substantial amount of heaving and represented a safety concern, especially in the event of a building evacuation. New bases and granite slabs were installed for improved safety and appearance.

Finally, and very importantly, the Superintendent, Director of Curriculum and Business Manager initiated planning which has led to the development of a chemical hygiene plan for Westford Academy and Blanchard Middle School. This plan seeks to insure the safe categorization, packing, movement, storage and disposal of chemicals in our science laboratories.

SUMMARY OF FEDERAL PROJECTS

FEDERAL GRANTS	BALANCE	INCOME	EXPENDITURES	BALANCE
PL89-313, Title I Grant provides therapy for physically handicapped youth	- 0 -	16,200.00	16,200.00	- 0 -
PL89-10, Chapter I Grant provides tutorial & remedial help for fiscally disadvantaged.	292.00	38,770.00	30,039.35	9,022.65
PL94-142, Title VIB Grant provides elementary counseling & Special Needs Staff at secondary level.	1,622.00	112,328.00	108,926.75	5,023.25
PL94-142, Early Childhood Screening/Support Services	150.00	11,250.00	11,310.00	90.00
Chapter 2 (Bal.) Block Grant	(2,550.04)	12,669.00	5,322.44	4,796.52

FISCAL REPORT - JUNE 30, 1992

ACCOUNT		BUDGETED	EXPENDED
1100	School Committee	27,997	25,304
1200	Superintendent's Office	389,823	389,467
2100	Supervision	200,691	204,522
2200	Principals	650,275	624,007
2300	Teaching	7,928,554	7,865,195
2400	Textbooks	94,526	79,077
2500	Library	84,465	76,505
2600	Audio/Visual	37,379	34,593
2700	Guidance	559,335	550,493
2800	Psychologists	5,100	10,080
3200	Health	115,673	120,217
3300	Transportation	588,330	573,981
3500	Student Activities	157,727	146,944
4100	Operation	827,761	787,039
4200	Maintenance	498,799	664,030
5200	Insurance	14,525	21,988
5300	Leasing	19,289	14,830
6200	Civic Activities	4,500	2,835
7000	Capital	6,882	1,402
8000	Reserve	37,000	0
9000	Tuition	305,369	307,054
	TOTALS	12,554,000	12,499,563

SCHOOL ATHLETIC FUND FINANCIAL REPORT

Balance July 1, 1991		18,093.87
Receipts		
Football	11,143.00	
Basketball - Boys/Girls	8,691.00	
Wrestling	658.00	
Gymnastics	392.00	
Soccer - Boys/Girls	6,281.00	
Field Hockey	1,798.00	
Student Registrations	25,131.00	
		54,094.00
Expenditures		
Custodians, Officials, Supplies Transportation, Etc.	47,681.18	
Balance June 30, 1992		24,506.69

SCHOOL CAFETERIA FINANCIAL REPORT

Balance July 1, 1991		$ 53,908.20
Receipts		
Sales	$ 359,374.24	
State & Federal Aid	63,298.46	
Other Receipts	6,041.28	
TOTAL		$ 428,713.98
Expenditures		
Labor	$ 245,158.26	
Purchases - Food	171,334.20	
Supplies	18,917.54	
Maintenance	1,282.63	
Other	2,351.23	
TOTAL		$ 439,043.86
Balance July 1, 1992		$ 43,578.32

1992 GRADUATION PROGRAM

PROCESSIONAL: "Pomp and Circumstance" **Elgar**

CLASS MARSHALLS **Kevin Menzie, Michael Lima**

NATIONAL ANTHEM

WELCOME

John Kennedy, President

SALUTATORIAN

Rebecca Shaw

PRESENTATION OF CLASS GIFT

Vice President of Class of 1992 - Tara Gauthier

ACCEPTANCE OF CLASS GIFT

President of Class of 1993 - Kevin Menzie

HONOR SPEAKERS

Margaret Carey
Elisabeth Riley

CLASS SONG

"Don't You Forget About Me"

VALEDICTORIAN

Sarah Robinson

THE MOST WORTHY REPRESENTATIVES OF WESTFORD ACADEMY

Class of 1992 - Tara Gauthier
Class of 1993 - Marci Shyavitz
Class of 1994 - Suzanne Farrin
Class of 1995 - Jessica Shaw

Excellence in Art	Tara Kuprevich
Excellence in English	Margaret Carey
Excellence in Technology	Peter Minosh
Excellence in Home Economics	Nichole Palmer
Excellence in Physical Education	Tara Gauthier
Excellence in Music	John Carroll
Excellence in Mathematics	Meredith Dodson
Excellence in Science	Scott Marrus
Excellence in French	Jeffrey Mack
Excellence in Spanish	Elisa Riley
Excellence in German	Andy Sansone
Excellence in Social Studies	John Carroll
Excellence in Business	Andrew VanDerveer
Excellence in Computer Science	Suresh Venkatramen

PRESENTATION OF AWARDS AND SCHOLARSHIPS

Charles Colburn Memorial Award	Natasha MacDonald
Fisher Family Memorial Award	Rebecca Shaw
Forty Memorial Scholarship	Michael Schultz
Richard Hall Memorial Scholarship	Suresh Venkatramen
Arthur G. Hildreth Memorial Scholarship	Elisabeth Riley
Bertha N. Hildreth Memorial Scholarship	Margaret Carey
Robert Shepherd Memorial Scholarship	David Coxhead
Arthur Bailey Technology Arts Merit Award	Joshua Stockwell
Karen MacWilliams Memorial Scholarship	Raquel Schott
Nabnasset Boosters Club Scholarships	Danielle Garrahan
First Lt. Jeffrey H. Peterson Memorial Award	John Kennedy
Ross/Hook Memorial Scholarship	Sarah Robinson, Meredith Dodson
William C. Roudenbush Memorial Scholarship	Tariq Malik
Gordon B. Seavey Communications Scholarship	Rebecca Taverna
Dr. Clarence D. Wright Science Scholarship	John Korsak
Mary L. Westcott Achievement Award	Claudia Urizandi, Lance Gamester
Westford Academy Art Club Scholarship	Tara Kuprevich

PRESENTOR FOR TRUSTEES . . . . .Bette R. Hook

Westford Academy Alumni Association

Elva Judd Rollins Scholarship	Michael Schultz
Charles L. Hildreth Scholarship	Jennifer Bissell

Presented by . . . . . Gwendolyn Makepeace

American Field Service Scholarship — Megan Donahue - Switzerland
Kristen Finney - Indonesia

Presented by . . . . . Fran Latch

Don W. Mason Memorial Scholarships — Alex Newbold, Deena Ledger

Presented by . . . . . Patti Mason

Kathy Mayer Memorial Scholarship — Allan Bussey

Presented by . . . . . Christine Mayer

Charles E. McGregor Memorial Scholarship — Krista Lytle

Presented by . . . . . Susan McGregor Horn

Andrea Norton Memorial Scholarship — Joshua Landry

Presented by . . . . . Cathy Lane

Shields Memorial Scholarship — Andrew VanDerveer

Presented by . . . . . Len Kulikowski

Steven B. Wright Memorial Scholarship — Brendan MacMillan

Presented by . . . . . Gary Lavelle

Westford Rotary Club Scholarships — Olga Vorotnikova
Lance Gamester
John Korsak

Presented by . . . . . Edward Connolly

Edward M. Connolly Memorial Scholarship — Jessica Miller

Presented by . . . . . Edward Connolly

ROTC Scholarship — Andrew VanDerveer

Presented by . . . . . Captain Michael Sloan

Digital Equipment Corporation Scholarships — Allan Bussey, Gretchen Rice

Presented by . . . . . William Burke

Friends Advancing Music Education — Kathleen Herrelko, Jesse Perry, Scott Marrus, Pamela Gay

Presented by . . . . . Linda Wieselquist

H.E. Fletcher Social & Athletic Club Scholarships — Jessica Miller, Maura Tierney

Presented by . . . . . Jim Olson

Newcomers Club of Westford Scholarship — Jennifer Bissell

Presented by . . . . . Pat Luckett

Westford Education Association Scholarships — Meredith Dodson, Seamus Diggs

Presented by . . . . . Carl Lyman

Westford Kiwanis Scholarships — Gretchen Rice, John Korsak, Danielle Garrahan, Kathleen Herrelko, Jennifer Bissell

Presented by . . . . . Ward Healy

Westford Police Association Scholarships — Brian Peachey, Patrick Caron

Presented by . . . . . Joseph Roy

Thomas Pehrson Memorial Scholarship — Amy Cronin

Presented by . . . . . Jacqueline Pehrson

Hoebeke-Blanco Memorial Scholarship — Dawn Straw

Presented by . . . . . Michelle Hoebeke

Westford Academy Athletic Boosters Scholarship — Marc Connolly, Brandon Luckett, James Cunha, Heather Tierney, Maura Tierney, Andrew VanDerveer, Kathleen Herrelko, Jennifer Atkinson, Amy Peloquin, Sheri Cecere, John Carroll

Presented by . . . . . Mary Genova

Westford Conservation Trust	Jennifer Bissell, Natalie Fijalkowski

Presented by . . . . . Thomas Paul

Westford Academy Drama Club Scholarships	Katherine Guilbault, Jessica Liebson, & Amy Tamburino,
Frederick S. Healy American Legion Post 159 Scholarships	Tara Kuprevich Carla Santoro
Lawrence Ross DDS Memorial Scholarship	Katherine Guilbault
Lehan Memorial Scholarship	Brendan MacMillan
Westford Arts Lottery Council	Carolyn Tetrev, Tara Kuprevich
Westford Academy Faculty Scholarships	Gretchen Rice, John Korsak, Richard Moloy, Danielle Garrahan, & Margaret Carey
Westford Academy National Honor Society Scholarships	Tariq Malik Sarah Robinson, Meredith Dodson, & Richard Molloy
Westford Academy S.A.D.D. Scholarship	Damon Ellis
Westford Academy Ski Team Scholarships	Christopher Palmer, Lisa Parato
Westford Academy Student Council Scholarships	Brandon Berry, Jessica Miller Deena Ledger, Tara Gauthier, Danielle Brown, Andrew Vanderveer Danielle Garrahan, Jessica Liebson & Ryan Burke
Westford Junior Women's Club Scholarships	Tara Gauthier, Megan Wrona
Westford Lions Club Verna Zaher Memorial Scholarship	Jill Bonenfant Elisabeth Riley & Julianne Fowler

Presented by . . . . . Joseph F. Lisi, Principal

WESTFORD ACADEMY ALMA MATER

To Thee, our Alma Mater dear,
We raise our voices high in cheer,
Our gratitude we would express
And pledge to thee our faithfulness,
Built high on Tadmuck Hill so fair,
By those whose mem'ry we revere,
She stands a beacon light for youth
To guide them in the way of truth
In field of battle and in peace
We strive thy glory to increase,
That ever shall dear Westford be
An emblem of fraternity.

Music by Pauline Ferguson Cariford '45
Music by J. Baptiste Calkin
SOLOIST: Regina Smith '91

Graduates and Guests Welcome to Sing

ON BEHALF OF THE WESTFORD SCHOOL COMMITTEE

Congratulatory Remarks - Dr. John Crisafulli

AWARDING OF DIPLOMAS

Westford School Committee

FAREWELL

John Kennedy

RECESSIONAL. . . . . Wagner
Played by Westford Academy Band Students and Alumni
Blair Bettencourt, Director

CLASS COLORS . . . . . .Red, White & Blue
CLASS FLOWER . . . . . Red Rose

RECEPTION FOR GRADUATES

Westford Academy Cafetorium
Hosted by Class of 1994

WESTFORD ACADEMY 1992 GRADUATES

President: John Kennedy
Vice President: Tara Gauthier
Secretary: Danielle Garrahan
Treasurer: Jennifer Atkinson

	Brian K. Aller
	Jerry D. Anderson
	Janice M. Arrington
**	Sissel Iren Aspevik
t	Jennifer Atkinson
t	Sarann L. Baillargeon
**	Andrej B. Balinsky
t	Brandon Norman Berry
t	Derek B. Bettencourt
t*	Jennifer H. Bissell
t*	Jill Sue Bonenfant
t	Peter Brillinger
	Kevin James Broadbent
	Kelly E. Brouillard
t	Danielle Marie Brown
t	Brian J. Budinger
t*	Ryan S. Burke
t*	Allan James Bussey, Jr.
t	Preston Butler
t*	Margaret A. Carey
t	Patrick J. Caron
t*	John c. Carroll
t	Elizabeth M. Carroll
	Carolyn Beth Carson
	Jennifer Anne Caruso
t	Alexander N. Cassie
t	Sheri C. Cecere
t	Denise Michele Charron
t	Shawn Paul Chase
**	Anders Christophersen
	Anthony L. Cielakie
	Jeremy James Cole
t	Daniel Christopher Collins
t	Laura Elizabeth Collins
t	Marc C. Connolly
t*	Kevin Mark Cormier
	Todd M. Costley
	Mark D. Courtois
t*	David C. Coxhead
t	Scott Crawford
	David Crockett
t	Amy Lee Cronin
	Richard Leonard Culver
t	James Peter Cunha
t*	Barbara Lynn Curless
	Fred Dean Daigneault
	Melissa Ann Daly
	Andrew L. Daniels
	Thaddeus T. Darcy
	Kerri-Anne Davis
	Andrew S. Day
t	Robert Dee
	Christine Delaney

	Jina Anne DelPapa
	Brad T. Desrochers
	Barbara Joan DeWolfe
t	Seamus Michael Diggs
t*	Meredith Lynne Dodson
*	Megan Anne Donahue
t	Karie Lee Duran
	Wayne R. Dykstra
t	Allison Welles Eckel
t	Damon M. Ellis
t*	Joshua M. Epstein
t*	William J. Ewers
	Brett R. Fagan
t	Douglas G. Fagans
t	Natalie A. Fijalkowski
t	Kristin Michelle Finney
	Darren Robert Flanagan
t	Megan Gayle Flavell
t	Julianne Fowler
**	Linda Juliane Frederiksen
	Jason Adam Freeman
	Kevin David Frost
t	Jason Paul Gahr
t	Lance Dana Gamester, II
t*	Danielle Jane Garrahan
t*	Tara Dawn Gauthier
*	Pamela Lynn Gay
t	Kristin Marie Gilmartin
	Jason Phillip Goldthwaite
t	Brian William Gollwitzer
	Daniel Kristopher Gouveia
	Melissa Constance Greven
t	Edward Francis Griffin
t*	Katherine R. Guilbault
t	Megan Elizabeth Guthrie
t	Julie Anna Haagenson
t	Cynthia Lee Halstead
t	Danielle Dee Hart
	Jonathan Hartford
t	Kimberly Lynn Hay
**	S. Linda V. Hellner
t	Erik Michael Hellstedt
	Louise Victoria Hernon
t*	Kathleen Megan Herrelko
	Daniel J. Higgins
	Jennifer Elizabeth Hilcoff
t*	Eric Michael Hillenberg
	Davic C. Hoyle
t*	Kristin Katelyn Hudak
	Deborah Ann Hughes
	Michael Patrik Hughes
	Jason A. Hutchins
t	Tammy Lynn Hutchinson

Shawn Mark Talbert
Denver W. James
** Yasmin Jawad
t Charlene Ann Johansen
Scott V. Johnson
Alyson S. Jones
t John Patrick Kennedy
t Rebecca L. Kierner
t* John Gordon Korsak
David G. Kovalchek
t Tara J. Kuprevich
t A. Ethan Kusmin
t Michele Yvonne LaChance
t Elizabeth Nicole LaFrey
t William Keith Lampros
Peter D. Landry
Joshua Marcus Landry
t Robert William Lawler
t Christine M. Lawson
t Deena K. Ledger
t* Jessica Kim Liebson
Jaimee A. Lind
Lisa Lohrman
Adam L. Low
t Brandon D. Luckett
Jay M. Lynch
t Krista Lytle
t Natasha Michelle MacDonald
Jason Alan Mack
Jeffrey Lawrence Mack
Roderick Lawrence MacLellan
t Brendan Paul MacMillan
t* Duncan Kenneth MacPhail
Edward Peter Maggio, Jr.
t Cynthia Ann Majewski
t* Tariq D. Malik
Brian John Marchand, Jr.
t* Scott Benjamin Marrus
Brendan Timothy McGann
t Tara Lynn McInnis
t* Jessica E. Miller
t Christine M. Miller
David Craig Milligan
Peter Arthur Minosh
Derek Mize
t* Dorianne Kay Molinari
t* Richard Michael Molloy
Cassandra L. Morine
Rebecca Anne Morrissette
t Thomas Joseph Mosscrop
Kerry Ann Mullarkey
James Michael Musshorn
t Kevin Joseph Mastasia
t Rebecca Ann Nelson
t Alex William Newbold
Jason Mathew Nicol
Kimberly Ann Nugent
Patricia Jeanne O'Connor

** Eliane Oba
Tessa Ann Overhulser
Dennis A. Palma, Jr.
t Nichole Ellen Palmer
Christopher Justin Palmer
t Lisa Jean Parato
t Robert Lawrence Parisi
t Bryan Bing Peachey
* Aimee Jeanne Peloquin
t Jesse Christopher Perry
t Susan Elizabeth Peschier
t Stephen Edward Pessotti
Brian John Piekos
t Pamela Pini
t Julie Catherine Porteous
t Rebecca Dawn Porter
t Matthew Jeremy Powers
t Jeffrey Richard Pratt
Michelle D. Prescott
t Aubrey Dawn Reeder
t David George Reeves
Mary E. Regan
t* Gretchen Emily Rice
t* Elisabeth Ann Riley
t* Sarah Elizabeth Robinson
t Kelly A. Rooney
t* Michael John Rothera
t* Amy Melissa Russo
t* Andrew Paul Sansone, Jr.
t Carla Marie Santoro
** Isabel Sardi
Jessica Lea Sauve
* Raquel Ann Schott
t Michael Craig Schultz
t Christine Elizabeth Seymour
t* Rebecca Louise Shaw
Shane R. Shipley
t David Jason Smart
t Melissa Ellyn Smith
t Edward Charles Souza
t Christopher Todd Spiecker
t Gordon Wesley Spiller
t Martin Philip Stankard
t Jan Marie Stephenson
t Joshua A. Stockwell
t Kim R. Stolt
t* Dawn Michelle Straw
t Eric Sean Sullivan
t MargaretAnne Swift
t* Amy Janine Tamburino
t Jill Ann Tandus
t Rebecca J. Taverna
Ronald Mark Tayebi
t Carolyn M. Tetrev
John P. Tibbs
t Heather Ann Tierney
t* Maura Lynn Tierney
Kari Michelle Topjian

t Claudia Lorena Urizandi
t* Andrew P. VanDerveer
t Suuresh Venkatraman
t Olga Vorotnikova
t Brian A. Walsh
Aaron Douglas Werner
t Heather Lee Wilson
t* Meghan Alexandra Wrona
Jeffrey Yung
Damon F. Zagzoug

Class Advisors: Mrs. Maureen Buckley
Mrs. Donna Kavanagh

* National Honor Society
t Trustee Scholarship
** Honorary Diploma

CLASS OF 1992 ACKNOWLEDGEMENTS

These award are not presented at the graduation ceremony but were given by colleges or organizations directly to students. We wish to applaud these students and to share with the community our pride in their achievements.

John Carroll	University of Chicago Academic Award
Tariq Malik	Presidential Scholarship - George Washington University
Jessica Liebson	Academic Award - Vanderbilt University
Elisabeth Riley	David Rowse Employee Memorial Scholarship, Very Fine Company
	Academic Grant - Colby College
Jessica Sauve	Talent Scholar Award - Eckerd College
Christine Seymour	Achievement Award - Drew University
Sarah Robinson	Hanscom Officers Wives Award
	Lowell College Club Scholarship
	Franklin Marshall Scholar Award
Carolyn Tetrev	Boston Globe Road to College Scholarship
	Academic University of the Arts Columbus
Scott Marrus	Justice Louis Brandeis Scholarship, Brandeis College
	Melvin F. Chubb, Jr., Award - Brandeis College
	National Merit Scholarship - Brandeis College
	Hanscom Officers Wives Award
Brandon Berry	NESCT Scholarship
	New Nelgnad Student Council Trust Scholarship
Tammy Hutchinson	AFL/CIO Scholarship
Brandon Luckett	Boston Globe Road to College Scholarship
Dawn Straw	Hanscom Officers Wives Award
Margaret Carey	Marshall Scholar Award - Franklin Marshall College
	Lowell College Club Scholarship
Heather Tierney	Boston Globe Road to College Scholarship
Danielle Garrahan	David Rowse Employee Memorial Scholarship, Very Fine Company
William Ewers	MA/COM Scholarship
Tara Gauthier	MA/COM Scholarship

The Westford Academy Trustees take pleasure in announcing the selection of the following as Honorary Trustees:

Ms. Patricia E. Bradley
Mr. Joseph F. Lisi

WESTFORD ACADEMY

AWARDS NIGHT RECIPIENTS - June 3, 1992

XEROX AWARD	Monica Biswas
SPECIAL PERFECT ATTENDANCE AWARD	Eric Fellows
WESTFORD CONSERVATION TRUST	Jennifer Bissell, Natalie Fijalkowski, & Deena Ledger
COLBY COLLEGE BOOK AWARD	Tom McManus
WELLESLEY COLLEGE BOOK AWARD	Judy Colangelo
DARTMOUTH COLLEGE BOOK AWARD	Michael McLellan
COLLEGE CLUB OF GREATER LOWELL BOOK AWARD	Christina Matheson
SMITH COLLEGE BOOK AWARD	Kathleen Miller
DAR GOOD CITIZEN AWARD	Sarah Robinson
DAR U.S. HISTORY AWARD	Kathleen Miller
EUGENE EKSTRANKD MEMORIAL AWARD	Kristin Finney
WESTFORD BUSINESS PARTNERSHIP AWARD	Gift to Westford Academy on behalf of The Senior Class
DON MASON ACHIEVEMENT AWARD	Roderick MacLellan
AVIS HOOPER ROUDENBUSH SERVICE AWARDS	
Math & Reading Tutoring Program	Monica Biswas, Christopher DesAutels, Eric Hillenberg, Jessica Liebson, Gretchen Rice, Rebecca Shaw, Meghan Wrona, Amanda Hughes, Heather McClendon, Mandra Riley & Marci Shyavitz
Roudenbush/Recreation Ski Day Assistants	Meredith Clark, Jessie Walthers & Amy Russo
Roudenbush/Westford Walks for Cancer	Becky Porter, Melissa Daly
BOSTON GLOBE AWARD	Heather Tierney, Brandon Luckett & Caroline Tetrev
STUDENTS OF THE MONTH AWARD	Jamie Cunha, Bridget Murphy, Tom Mosscrop, John Flint, Linda Chase, Tara Gauthier, Allison Cunha, Bill Corr, Melissa Plourde, Jan Stephenson, Becky Taverna, Eric Fellows, Olga Vorotnikova, Sheila Priestly, Laura Hurley, Deena Ledger, Brian Piekos, Julie Shelvey, Tammy Cutrumbes, Karin Gauthier, Amy Montminy,

Students of the Month (Cont.)	Thomas Kane, Mark Courtois, John Chevaire, Suzanne Farrin, Michael Lemire, Meredith Dodson, Lori Murphy, Brandon Luckett, Tariq Malik
BAUSCH & LOMB SCIENCE AWARD	Rosalie Ferrara
EXCELLENCE IN ENGLISH	Senior -- Sarah Robinson Junior -- Michael McClellan Sophomore — Mital Shah Freshman -- Shaina Marrus
Most Improved Student	Senior -- Shawn Jalbert Junior -- Mark Jarvis Sophomore -- Karrianne Waters Freshman -- Stacy Kuprevich
Literary Magazine	Carolyn Tetrev, Pamela Gay
School Newspaper	Rebecca Taverna, Jan Stephenson
EXCELLENCE IN PHYSICAL EDUCATION	Senior -- Brandon Berry, Tara Gauthier Junior -- Davis Webb, Jessica Shuckhart Sophomore -- Ryan Shuft, Kristen Robitaille Freshman -- Sunil Mudholker, Karin Gauthier
EXCELLENCE IN HOME ECONOMICS	
Foods II	James Musshorn, Courtney Shine, Nicole Caruso
Foods I	Sunil Mudholker
Food Service	Shawn Jalbert
Child Development I	Mandra Riley, Betsy Sparks
Child Development II	Megan Guthrie, Katie Miller, Nicole Palmer
Interior Design	Jessie Walthers
EXCELLENCE IN SCIENCE	
Earth Science	Peggy Stolt, James Gardiner
Biology	John Flint
Chemistry	Heather Breen, Cristin L'Esperance
Physics	Meghan Wrona
Four-Year Overall	Rebecca Shaw
S.A.D.D.	Allison Cunha
EXCELLENCE IN BUSINESS	
Business Ed Student	Andrew VanDerveer
College Accounting	Andrew VanDerveer, Tammy Hutchinson, Kelley Rooney, Melissa Smith
Advanced Use of MacIntosh	Ed Griffin, Mike Schultz,

	Phil Godfroy, Brad Ketler
Intro to Personal Computer	Emily Herrelko, Liz Levine, James Gardiner, Heather Breen, Susan Miller, Sarah Ingmanson
Advanced Use of Microcomputer	Robert Adie, Mike Culver, Nate Grachan, Chris Eberiel
Marketing	John Korsak
Consumer Economics	Stacey Lampos, Gregg Marchand, & Mike Matarazzo
RETAIL MANAGEMENT LAB SERVICE AWARD	Becky Taverna, Shawn Berube, Allan Bussey, Tod Costley, Barbara DeWolfe, Wayne Dykstra, Allison Eckel, Megan Flavell, Kim Hay, Tammy Hutchinson, Becky Porter, Lisa Parato, Susan Peschier, Julie Porteous, Jessica Sauve, Dave Smart, Jill Tandus
EXCELLENCE IN SOCIAL STUDIES	Senior -- John Carroll Junior -- Kathleen Miller Sophomore - - Mital Shah Freshman - - John Stephenson
EXCELLENCE IN MATHEMATICS	
Algebra I	Jackie Ketler
Algebra II	John Flint
Geometry	Taran Jefferies
Trigonometry	Kathleen Miller
Calculus	John Korsak
Statistics	Seamus Diggs
Computer Science	Mark Viera
Special Recognition	John Flint, Olga Vorotnikova
LIBRARY SERVICE AWARD	Sissel Aspevik, Shannon Dunn, Derrick Werner
EXCELLENCE IN FOREIGN LANGUAGE	
Spanish I	Matt Garon
Spanish II	Candice McElroy
Spanish III	Mital Shah
Spanish IV	Kathleen Miller
Spanish V	Rebecca Shaw, Elisa Riley

French I	Tim bragdon
French II	Taran Jefferies, John Stephenson
French III	Cristin L'Esperance
French IV	Jodi Colangelo
French V	Jeffrey Mack
German II	Lauren Harman
German III	Jodi Colangelo, Monica Biswas
German IV	Andy Sansone
Latin I	Stephanie Frost
Latin II	Rebecca Hayes, Bill Chase
Latin III	Merrie Dodson
National Latin Exam	
Latin I - Magna Cum Laude	Steve Lee
Latin I - Cum Laude	Suresh Venkatraman, Bart Grachan, & Cynthia Craig
Latin II - Cum Laude	Rebecca Hayes, Jeremy Shaw, Christine Seymour, Amy Aubuchon
Latin III - Maxima Cum Laude (Silver Medal)	Meredith Dodson
Latin Honor Society	William Chase, Meredith Dodson, Rosalie Ferrara, Marcy Shyavitz
AMERICAN FIELD SERVICE AWARD	
Foreign Exchange Student Recognition	Anders Christophersen, Olga Vorotnikova, Eliane Oba, Andrei Balinsky, Isabell Sardi, Linda Hellner, Linda Fredricksen, Sissel Aspevik, Yasmin Jawad
W. A. Students Abroad	Megan Donahue, Kristen Finney Richard Rose
German Honor Society/ Delta Epsilon Phi	Monica Biswas, Erika Ewers, Matt Young, Heather Fagans, Lauren Harman, Olga Vorotnikova
EXCELLENCE IN ART	Tara Kuprevich, Carolyn Tetrev,

Maggie Carey, Joshua Landry,
Seamus Diggs, Duncan MacPhail

EXCELLENCE IN TECHNOLOGY EDUCATION Joshua Stockwell, Peter Minosh

EXCELLENCE IN HEALTH EDUCATION Elizabeth Levine, Matthew Poland

ACADEMIC RECOGNITION AWARDS

Juniors

Jodi Colangelo, Monica Biswas, Cindy Craig,
Beth Cadigan, Rosalie Ferrara, Sarah Ingmanson,
John Hanes, Melanie Macbeth,
Christina Matheson, Claire Pitts,
Kathleen Miller, Michael McLellan,
Tara McNeil, Tom McManus, Mandra Riley

Sophmores

Heather Breen, Kerri Bowen, Jon Cutler,
Lauren Harman, Eileen Hintz, Suzanne Farrin,
John Flint, Erika Ewers, Cristin L'Esperance,
Nisha Narayanan, James McPhee, Jill Lewis,
Greg Marchand, Kate Kazeniac, Mital Shah,
Scott Vlasak, Joy Welsh, Nicole Thuotte,
Margo Sallett, Rebecca Rice

Freshmen

Mike DiLeo, Jillian Furman, Ryan Driscoll,
Linda Chase, Jason Colangelo, Sarah Dennichuck,
Shaina Marrus, Taran Jeffries, Kathryn Hersey,
Kerri Micalizzi, Steve Lee, Michael Matarazzo,
Matthew Poland, Jonathan Motor, Joseph Poynton,
John Stephenson, Peggy Stolt, Jessica Shaw,
Catherine Wey, Megan Rooney

PRESIDENTIAL ACADEMIC FITNESS AWARDS

Seniors

Margaret Carey, Kevin Cormier, Pamela Gay,
Ryan Burke, John Carroll, Meredith Dodson,
Josh Epstein, Katherine Guilbault, Eric Hillenberg,
Megan Donahue, Jason Gahr, Scott Marrus,
Edward Griffin, William Ewers, Richard Molloy,
Tariq Malik, Duncan MacPhail, Brendan MacMillan,
Jeffrey Mack, John Korsak, Susan Peschier,
Elisabeth Riley, Sarah Robinson, Rebecca Shaw,
Kim Stolt, Dawn Straw, Andy VanDerveer,
Suresh Venkatraman, Megan Wrona

ENROLLMENT COUNTS

October 1, 1991

Grade	CAM	FRO	NAB	ROB	ABB	DAY	W.A.	TOTALS
Pre-School	9							9
K	41	22	80	129				272
Pre-First				17				17
1	34	25	86	136				281
2	25	21	76	106				228
3	20	23	80	96				219
4		22	78	133				233
5		22	71	133				226
6					116	108		224
7					91	105		196
8					95	124		219
9							179	179
10							198	198
11							237	237
12							219	219
SSC	7			4				11
TOTALS	**136**	**135**	**471**	**754**	**302**	**337**	**833**	**2968**

HEALTH SUMMARY

Physicals	
# Grade Physicals	145
# Positive Findings Referred to Family Physician	8
# Students who had Physical by Private Physician	642
# Sport Physicals (Middle & High School)	275
# Sports Physicals by Private Physician	99
Vision Screening	
# of Failures referred to Private Physician	150
# Completed Referrals	98
Hearing Screening	
# of Failures referred to Private Physician	51
# Completed Referrals	35
Postural Screening (grades 5 to 9)	
# Rescreened by Dr. Watson	219
# To be Followed at School	66
# Referred to Private Physician	28
# Completed Referral	1
Students Trnasported by Ambulance	10
Nurse-Pupil Conferences	25,265
Immunizations	
DT	72
Polio	10
MMR	266
Flu	50
Mantoux	83
Dental Program	
# Students Eligible	716
# Students who Participated	126
# Referred for Dental Care	96

PER PUPIL EXPENDITURE COMPARISON

As in the past several years, we are providing the Town with a comparison of Westford's per pupil expenditures over the past few years with other area communities. This information is supplied by the State Department of Education and is based upon annual budget expenditures, thus the most recent data is for FY90.

	FY88	FY89	FY90	FY91
Concord	6461	6983	7179	7796
Bedford	5606	6217	7054	6800
Carlisle	5908	6357	6442	6394
Littleton	4798	5405	5876	5936
Acton	4409	4792	5304	5686
Wilmington	4613	5179	6656	5394
Andover	4344	4635	5025	5314
Groton	4287	4675	4779	5115
Reading	3782	4309	4669	5071
STATE AVERAGE	4259	4683	4972	5066
N. Andover	3765	4242	4735	4933
Billerica	3959	4636	5038	4916
N. Reading	4146	4675	4849	4912
WESTFORD	3857	4200	4679	4730
Chelmsford	3996	4288	4348	4671
Tewksbury	3870	4359	4740	4661
Tyngsboro	3484	3788	4123	4271
Dracut	3973	4343	4559	4267
STATE AVERAGE	4259	4683	4972	5066
WESTFORD'S RANKING	14th	16th	13th	13th
$ DIFFERENCE WESTFORD TO STATE	-$402	-$483	-$293	-$336

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Dr. John Crisafulli, Superintendent Joy Shelton, Secretary to Superintendent	692-5560
Everett V. Olsen, Business Manager Judy Chaffee, Secretary to Business Manager	692-5563
Bookkeeping Office Barbara Martel, Bookkeeper Lorraine Hurley, Asst. Bookkeeper JoAnne DelPapa, PT Bookkeeper	692-5562
Dr. Kenneth DeBenedictis, Director of Curriculum/Instruction Shirley Mantone, Secretary to Director	692-5561
Dr. Kevin Dwyer, Administrator of Special Education Joan Chipchak, Secretary to Administrator	692-5565
Dr. Jane Coleman Williams, School Psychologist Cathleen Estep, Team Chairperson Carolyn Winters, Secretary/Receptionist	

SCHOOL COMMITTEE

Gilbert Brown, Chair	Term expires 1993
Linnea Flint, Vice Chair	Term expires 1993
Laura Carrick, Secretary	Term expires 1995
Steven Brierley	Term expires 1994
Harry Manuel	Appointment expires 1993
Robert McCusker	Term expires 1995
George Murray	Term expires 1994

Compiled and Edited by
Steven Brierley
for the
WESTFORD SCHOOL COMMITTEE

Honorable Board of Selectmen
Town of Westford
Massachusetts 01886

Honorable Selectmen:

In accordance with the requirements of the Massachusetts General Laws, the Annual Financial Report of the Town Accountant for the Town of Westford, Massachusetts, for the fiscal year ended June 30, 1992 is herewith submitted.

The data represents a fair and accurate presentation of all material aspects of the Town's financial position and results of its operations. Disclosures necessary to enable the reader to gain an understanding of the Town's financial affairs have been included.

The report is based on information recorded using the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue. The same information was used to prepare Schedule A.

An audit of the Town's financial records by Melanson, Greenwood and Company, P.A., Certified Public Accountants has been completed and the results of that audit are available in my office for public inspection. The books of the Town are also open for public inspection during normal business hours.

Respectfully Submitted,

Frank H. Messer
Finance Director

COMBINED BALANCE SHEETS
ALL FUND TYPES AND ACCOUNT GROUP
JUNE 30, 1992

ASSETS	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES	ACCOUNT GRP	
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST & AGENCY	GENERAL LONG TERM DEBT	TOTALS (MEMO ONLY)
Cash and Investments	988,488	1,070,356	2,849,802	1,416,516		6,325,162
Receivables:						
Real Estate Taxes	1,134,904					1,134,904
Personal Property Taxes	22,695					22,695
Motor Vehicle Excise	198,942					198,942
Other Excise	3,297					3,297
Departmental	29,459	226,778				256,237
Special Assesments	219,821					219,821
Other Government			124,169			124,169
Tax Title	468,146					468,146
Amount Provided for Debt					17,359,900	17,359,900
Other	(24,314)					(24,314)
Exemptions & Abatements	(16,657)					(16,657)
Total Assets	3,024,783	1,297,134	2,973,970	1,416,516	17,359,900	26,072,304
LIABILITIES AND FUND EQUITY						
Liabilities:						
Warrants Payable	864,875	87,173	341,628	56,082		1,349,757
Accrued Other Liabiliites	519,449	30,842				550,291
Deferred Revenue	1,809,546	226,778	124,169			2,160,493
General Obligation Bonds					17,359,900	17,359,900
Other	88,408	14,983	116			103,507
Total Liabilities	3,282,278	359,776	465,912	56,082	17,359,900	21,523,948
FUND BALANCES:						
Reserved for Encumbrances	90,745	190,466				281,211
Unreserved:						0
Designated	(696,216)	115,985		929,589		349,358
Undesignated	347,976	630,907	2,508,058	430,845		3,917,787
Total Fund Equity	(257,496)	937,359	2,508,058	1,360,434	0	4,548,356
Total Liabilities & Equity	3,024,783	1,297,134	2,973,970	1,416,516	17,359,900	26,072,304

TOWN OF WESTFORD
Revenue Summary
FY 1992

GENERAL FUND REVENUE (FUND 01)		
Taxes (Net of Refunds)		
Real Estate 1992	14,875,550	
Real Estate 1991	506,752	
Real Estate 1990	152,231	
Real Estate Prior Years	56,901	
Total Real Estate		15,591,434
Personal Property 1992	230,243	
Personal Property 1991	1,610	
Personal Property 1990	4,137	
Personal Property Prior Years	0	
Total Personal Property		235,990
Classified Land		8
Tax Titles		6,927
Motor Vehicle Excise 1992	629,076	
Motor Vehicle Excise 1991	325,279	
Motor Vehicle Excise 1990	51,418	
Motor Vehicle Excise Prior Years	5,629	
Total Motor Vehicle		1,011,403
Boat Excise 1992	80	
Boat Excise 1991	688	
Boat Excise 1990	0	
Boat Excise Prior Years	0	
Total Boat Excise		768
Penalties & Interest R.E. & Pers	165,879	
Penalties & Interest Motor Vehicle	2,152	
Total Penalties & Interest		168,031
Other Taxes - Hotel/Motel Excise		129,895
In Lieu Of Taxes		26,500
Total Taxes		17,170,957
Charges For Services		
Fees - Cable Franchise	2,126	
Fees - Dog Officer	458	
Fees - Planning Board	8,715	
Fees - Conservation	1,309	
Fees - Board of Appeals	3,500	
Fees - Land Court	1,267	
Fees - Zoning Manual	915	
Fees - Lien Certificates	32,035	
Fees - Street Listing	173	
Fees - Town Clerk	8,742	
Fees - Tax Redemption Charges	817	
Total Fees		60,055

Departmental - School	16,484	
Departmental - Cemetery	10,021	
Departmental - Hurricane Bob	24,041	
Departmental - Police	16,230	
Departmental - Fire	444	
Departmental - Veterans	47,070	
Departmental - Sealer Weights & Msr.	1,334	
Departmental - Haystack Land Sale	245,471	
Departmental - Other	13,266	
Total Departmental		374,361
Total Charges For Service		434,416
Licenses and Permits		
Auction License	15	
Common Victuals License	3,870	
Alcohol Beverage Licenses	39,966	
Sunday Entertn License	105	
Video License	1,360	
Dog Officer	6,694	
Total Licenses		52,010
Place of Assembly	813	
Gas Storage Permits	890	
Police Firearm Permits	770	
Fire Permits	5,970	
Plumbing Permits	17,005	
Building Permits	125,489	
Gas Permits	15,275	
Wiring Permits	27,380	
Other Building Permits	330	
Health Installer Permits	2,470	
Board of Health Permits	16,773	
Other B.O.A. Permits	231	
Lot Testing Permits	28,625	
Septic Evaluation Permits	1,150	
Pump & Well Permits	4,140	
Stable Permits	40	
Camp & Activity Permits	200	
Total Permits		247,551
Total Licenses & Fees		299,561
Revenue from State - Cherry Sheet		
Abatements to Vets & Surv Spouse		
Abatements to the Elderly	35,121	
Veterans' Benefits	11,970	
Additional Assistance	1,126,887	
Chap 70 School Aid	913,592	
Lottery, Beano & Charity	512,414	
Highway Funds	192,466	

Revenue from State - Cherry Sheet (Cont'd)		
Pupil Transportation	228,315	
School Construction	809,433	
Tuition State Ward	0	
Total State Cherry Sheet		3,830,198
Fines & Forfeitures		
District Court	50,063	
Parking Fines	2,210	
Other Restitution	1,350	
Total Fines & Forfeiture		53,623
Special Assessments		
Added To Tax 1992	16,687	
Added To Tax 1991	256	
Added To Tax Prior Yrs	0	
Committed Interest 1992	10,366	
Committed Interest 1991	68	
Committed Interest Prior Yrs	0	
Unapportioned	912	
Total Special Assessments		28,290
Investment Income		
Interest of Investments	117,888	
Interest Escrow	6,990	
Interest School Bond	212,422	
Interest Tax Titles	7,149	
Interest Cem Sale of Lots	969	
Total Investment Income		345,419
TOTAL GENERAL FUND REVENUES		22,162,464

Town of Westford
Expenditure Analysis
June 30, 1992

Function/Department	Balance Carryforward 6/30/91	Appropriated Annual Town Meeting	Reserve Fund Transfers	Total Available Funds	Net Expenditures	Closed to Fund Balance	Balance Carryforward 6/30/92
Gen Govt/Selectman		6,977.00		6,977.00	6,798.25	178.75	0.00
Gen Govt/Town Manager		95,564.00		95,564.00	95,250.68	313.32	0.00
Gen Govt/Finance		188,161.00	(84,715.74)	103,445.26	100,199.31	3,245.95	0.00
Gen Govt/Assessors		163,125.00	7,175.00	170,300.00	139,479.36	2,863.37	27,957.27
Gen Govt/Treasurer		113,191.00	4,901.22	118,092.22	133,180.21	619.52	(15,707.51)
Gen Govt/Tn Council		51,743.00		51,743.00	49,033.42	2,709.58	0.00
Gen Govt/Personnel		250.00	687.65	937.65	875.65	62.00	0.00
Gen Govt/Town Clerk		74,942.00	1,157.40	76,099.40	74,592.60	1,506.80	0.00
Gen Govt/Maintenance		99,777.00	708.16	100,485.16	94,169.47	6,315.69	0.00
Total Gen Gov't	0.00	793,730.00	(70,086.31)	723,643.69	693,578.95	17,814.98	12,249.76
Pub Sfty/Police	384.48	1,584,250.00	261.90	1,584,896.38	1,551,993.81	32,902.57	
Pub Sfty/Fire		589,371.00		589,371.00	579,145.65	10,225.35	0.00
Pub Sfty/Bldg Inspector		90,485.00	6,780.00	97,265.00	97,027.52	237.48	0.00
Pub Sfty/Sealer Weights		1,750.00		1,750.00	1,675.00	75.00	0.00
Pub Sfty/Civil Defense		1,000.00		1,000.00	215.18	784.82	0.00
Pub Sfty/By-law Enforce		19,165.00		19,165.00	18,226.78	938.22	0.00

Town of Westford
Expenditure Analysis
June 30, 1992

Function/Department	Balance Carryforward 6/30/91	Appropriated Annual Town Meeting	Reserve Fund Transfers	Total Available Funds	Net Expenditures	Closed to Fund Balance	Balance Carryforward 6/30/92
Pub Sfty/Tree Warden		11,655.00		11,655.00	11,655.00	0.00	0.00
Total Pub Sfty	384.48	2,297,676.00	7,041.90	2,305,102.38	2,259,938.94	45,163.44	0.00
Pub Wk Hwy/Hwy Admin		372,018.00	5,864.60	377,882.60	377,198.50	469.70	214.40
Pub Wk Hwy/Town Roads		212,700.00		212,700.00	193,700.00	0.00	19,000.00
Pub Wk Hwy/Mach & Equip		70,151.00		70,151.00	69,736.98	414.02	
Pub Wk Hwy/Drainage		15,000.00		15,000.00	14,785.25	214.75	
Pub Wk Hwy/Grnds Mnt,Cem	(343.59)	85,195.00		84,851.41	82,351.74	2,499.67	
Pub Wk Hwy/Cap Equip		43,186.00		43,186.00	43,186.00	0.00	
Pub Wk Hwy/Snow & Ice		157,045.00		157,045.00	144,146.51	12,898.49	
Pub Wk Hwy/Street Lights		56,289.00		56,289.00	55,874.57	414.43	
Pub Wk Hwy/Cap Proj	115,572.06	40,000.00		155,572.06	111,402.06	0.00	44,170.00
Pub Wk Hwy/Engineering		19,737.00		19,737.00	19,533.00	204.00	
Pub Wk Hwy/Solid Waste	19,411.40	888,481.00		907,892.40	906,963.50	928.90	
Total Pub Wk Hwy	134,639.87	1,959,802.00	5,864.60	2,100,306.47	2,018,878.11	18,043.96	63,384.40
Educ/School Dept	1,475.13	12,516,523.00	0.00	12,517,998.13	12,489,037.78	16,237.37	12,722.98
Educ/NVTHS Assessment		334,872.00	0.00	334,872.00	325,253.21	9,618.79	0.00

Town of Westford
Expenditure Analysis
June 30, 1992

Function/Department	Balance Carryforward 6/30/91	Appropriated Annual Town Meeting	Reserve Fund Transfers	Total Available Funds	Net Expenditures	Closed to Fund Balance	Balance Carryforward 6/30/92
Educ/NVTHS Assessment		334,872.00	0.00	334,872.00	325,253.21	9,618.79	0.00
Educ/Building Comm	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Education	1,475.13	12,851,395.00	0.00	12,852,870.13	12,814,290.99	25,856.16	12,722.98
Hlth&Hum/B.O.H.	3,375.00	117,623.00	106.67	121,104.67	112,452.28	8,652.39	
Hlth&Hum/Inspectors		3,200.00	0.00	3,200.00	3,190.38	9.62	
Hlth&Hum/Cncil Aging		47,495.00	48.00	47,543.00	47,297.00	246.00	
Total Hlth&Hum	3,375.00	168,318.00	154.67	171,847.67	162,939.66	8,908.01	0.00
Vet/Services, Tn Aide	238.00	120,146.00	0.00	120,384.00	109,483.28	10,900.72	
Total Vetrns, Tn Aide	238.00	120,146.00	0.00	120,384.00	109,483.28	10,900.72	
Cultr&Rec/Library		503,218.00	0.00	503,218.00	501,170.73	1,759.56	287.71
Cultr&Rec/Recreation	53.76	34,330.00		34,383.76	34,383.76	0.00	
Cultr&Rec/Museum		3,775.00		3,775.00	2,665.75	1,109.25	0.00
Cultr&Rec/Comm Centr		80,756.00	132.21	80,888.21	77,894.15	2,994.06	0.00
Cultr&Rec/Memorial Day		1,500.00		1,500.00	649.00	851.00	0.00
Total Cultr&Rec	53.76	623,579.00	132.21	623,764.97	616,763.39	6,713.87	287.71
Con&Dev/Conserv Coord		26,639.00		26,639.00	20,337.62	6,201.38	100.00
Con&Dev/Planning	1,500.00	30,239.00		31,739.00	25,463.48	6,275.52	

Town of Westford
Expenditure Analysis
June 30, 1992

Function/Department	Balance Carryforward 6/30/91	Appropriated Annual Town Meeting	Reserve Fund Transfers	Total Available Funds	Net Expenditures	Closed to Fund Balance	Balance Carryforward 6/30/92
Con&Dev/Zoning Board		7,000.00	2,000.00	9,000.00	3,634.44	3,365.56	2,000.00
Con&Dev/Affordable Hsing		720.00		720.00		720.00	0.00
Con&Dev/Cable T.V. Com		885.00		885.00		885.00	0.00
Total Con&Dev	1,500.00	65,483.00	2,000.00	68,983.00	49,435.54	17,447.46	2,100.00
Debt Ser/ Prin & Int		2,780,750.81	0.00	2,780,750.81	2,789,080.21	(8,329.40)	0.00
Total Debt Service	0.00	2,780,750.81	0.00	2,780,750.81	2,789,080.21	(8,329.40)	0.00
Unclass/ Pension		698,643.00	0.00	698,643.00	698,361.39	281.61	0.00
Unclass/ Unemployment		41,570.00	20,596.25	62,166.25	62,165.74	0.51	0.00
Unclass/ Grp Health		702,000.00	0.00	702,000.00	702,000.00	0.00	0.00
Unclass/ Medicare		65,890.00	5,334.20	71,224.20	74,896.83	(3,672.63)	0.00
Unclass/ Sick Leave		20,000.00	0.00	20,000.00	18,901.44	1,098.56	0.00
Unclass/ Cmpr Insur		474,488.00	28,962.48	503,450.48	484,049.18	19,401.30	0.00
Total Unclassified	0.00	2,002,591.00	54,892.93	2,057,483.93	2,040,374.58	17,109.35	0.00
TOTAL GENERAL FUND	141,666.24	23,663,470.81	0.00	23,805,137.05	23,554,763.65	159,628.55	90,744.85
Pub Works/Water	166,815.35	910,375.19	0.00	1,077,190.54	851,621.72	32,602.86	192,965.96
TOTAL WATER FUND	166,815.35	910,375.19	0.00	1,077,190.54	851,621.72	32,602.86	192,965.96

Town of Westford
Expenditure Analysis
June 30, 1992

Function/Department	Balance Carryforward 6/30/91	Appropriated Annual Town Meeting	Reserve Fund Transfers	Total Available Funds	Net Expenditures	Closed to Fund Balance	Balance Carryforward 6/30/92
Amounts Reclassified To	0.00	0.00	0.00	0.00	0.00	0.00	0.00
To Other Fin Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	308,481.59	24,573,846.00	0.00	24,882,327.59	24,406,385.37	192,231.41	283,710.81

MARRIAGES

Recorded by the Town Clerk - 1992

DATE	NAME	DATE OF BIRTH	RESIDENCE
Feb 01	Auger, Brian Joseph	06-24-66	Westford, MA
	Moreau, Debra Ann	09-21-64	Lynn, MA
Jul 18	Auger, Edward P.	12-23-70	Westford, MA
	Winship, Robin N.	11-09-69	Battle Creek, MI
May 09	Balboni, David E.	06-16-69	Billerica, MA
	Johnson, Laurie J.	02-26-69	Billerica, MA
Aug 29	Baldwin, Daniel Lee	05-07-69	Chelmsford, MA
	Cockerline, Margo	03-09-73	Chelmsford, MA
Sep 18	Bickford, Augustus P.	03-14-63	Westford, MA
	Healy, Kathleen Ann	03-28-49	Westford, MA
Nov 07	Bilotti, John L.	11-10-69	Lowell, MA
	Kearns, Patricia A.	12-07-69	Westford, MA
Apr 11	Bottom, Douglas Paul	05-23-62	Westford, MA
	Wold, Tracey Ann	09-19-63	Westford, MA
Sep 26	Bourget, William A.	04-15-49	Westford, MA
	Clark, Stella M.	12-04-49	Westford, MA
Sep 12	Bradanese, Donald F.,Jr.	11-29-63	Westford, MA
	LePage, Tina	01-05-67	Pepperell, MA
May 16	Brooks, Kelly William	06-11-67	Westford, MA
	Ripley, Pamela Susan	05-01-68	Westford, MA
Jun 27	Brunelle, Andrew M.	02-14-59	Westford, MA
	Tracey, Denise M.	05-31-63	Hyde Park, MA
Jul 25	Burr, David Bradley	11-27-66	Bedford, MA
	Godfrey, Laura Virginia	02-15-65	Westford, MA
Jun 06	Cavallaro, James W.	05-12-64	Haverhill, MA
	Trout, Lisa Marie	01-14-66	Westford, MA
Jun 06	Connell, David Scott	05-15-64	Westford, MA
	St. Martin, Erica Lois	12-03-68	Westford, MA
Oct 17	Costello, Kevin W.	06-02-58	Westford, MA
	Maguire, Jennifer	12-30-61	Westford, MA
Aug 22	Daniele, Mark A.	04-21-59	Westford, MA
	Grant, Lorraine M.	12-09-67	Westford, MA
May 23	Dennehey, Terrence M.	06-06-67	Westford, MA
	Dubey, Kellie Jean	03-08-67	Westford, MA
Jun 06	Desrochers, Gary John	10-11-66	Westford, MA
	Reeves, Cindy Rae	09-25-68	Chelmsford, MA
Aug 29	Doherty, Paul William	04-15-44	Westford, MA
	Lussier, Maureen Kelty	07-23-54	Westford, MA
Sep 12	Dunigan, Warren Paul	03-03-61	Westford, MA
	Brown, Susan Ann	01-31-67	Westford, MA
Oct 24	Feinen, Richard John	05-01-59	Shrewsbury, MA
	Franz, Kirstina Ann	10-06-64	Westford, MA

MARRIAGES

Recorded by the Town Clerk - 1992

DATE	NAME	DATE OF BIRTH	RESIDENCE
Feb 22	Flanagan, Brian	09-22-65	Westford, MA
	Lenox, Nancy E.	12-06-68	Westford, MA
May 23	Gagne, Lawrence E., Jr.	03-11-56	Westford, MA
	Urbanic, Sara Amelia	02-14-64	Westford, MA
Aug 22	Gallucci, Michelangelo	07-30-70	Bossier City, LA
	Killebrew, Stacie E.	10-08-70	Westford, MA
Nov 07	Golden, Christopher D.	04-29-73	Ft. Bragg, NC
	Lacombe, Dawn M.	03-23-73	Westford, MA
Oct 10	Greco, Joseph A.	11-20-64	Westford, MA
	Luttig, Cynthia M.	12-15-64	Westford, MA
Oct 17	Grochmal, Edward S.	09-21-60	Nashua, NH
	Wood, Lisa L.	02-16-64	Nashua, NH
Oct 03	Hall, Steven George	09-13-66	Westford, MA
	Tolpa, Lesley Ann	09-24-67	Chelmsford, MA
May 24	Hebenstreit, Mark J.	01-20-48	Westford, MA
	Perella, Susan Joan	01-19-43	Wilmington, MA
May 15	Henning, Scott Thomas	10-08-62	Westford, MA
	Redden, Lorna Gil	07-14-60	Easton, MA
Aug 22	Holston, Michael W.	07-19-69	Pepperell, MA
	Hayward, Kelley Anne	12-15-71	Westford, MA
Feb 22	Hutchins, Keith A.	11-21-47	Westford, MA
	Fox, Harriet Amelia	07-08-60	Westford, MA
May 30	Jewett, Matthew Dennis	04-30-67	Westford, MA
	Januskiewicz, Paula Jean	07-18-62	Westford, MA
Jun 20	Johnson, Bruce A.	10-08-60	Columbia, SC
	Mahan, Pamela J.	02-28-65	Westford, MA
Sep 26	Johnson, Richard L., Jr.	03-29-62	Westford, MA
	Yeung, Grace Ki-Wai	08-04-58	Westford, MA
Feb 29	Kellett, William E.	02-27-57	Westford, MA
	Biggar, Maureen A.	09-23-61	Westford, MA
Jun 13	Kelley, Shawn M.	01-03-67	Tyngsboro, MA
	Cryan, Kerry A.	02-18-69	Westford, MA
Sep 05	Kim, David C.	02-05-63	Pittsburgh, PA
	Hyun, Eileen	11-27-64	Pittsburgh, PA
May 16	King, Thomas	11-25-65	Nashua, NH
	Harron, Pamela A.	06-22-69	Nashua, NH
Sep 20	Lam, Thanh Kien	02-07-66	Westford, MA
	Tang, Hue Khanh	09-03-66	Westford, MA
Jun 13	Lenhart, Erich A.	07-29-61	Westford, MA
	Rank, Tina M.	04-06-68	Westford, MA

MARRIAGES

Recorded by the Town Clerk - 1992

DATE	NAME	DATE OF BIRTH	RESIDENCE
Jul 05	Lyman, Daniel C.	01-06-69	Westford, MA
	Elliott, Kathleen A.	05-23-71	Atkinson, NH
Oct 10	Mainville, Daniel O.	03-05-72	Nashua, NH
	Dyer, Julie A.	05-12-71	Westford, MA
Aug 15	Maloomian, William H.	08-13-64	Groton, MA
	Molleur, Kristen D.	01-08-66	Groton, MA
Jun 13	Martin, William R., III	03-18-68	Acton, MA
	Dee, Sandra M.	01-25-68	Westford, MA
Oct 03	Martinson, Karl Eric	09-29-67	Westford, MA
	Hutchinson, Jennifer F.	04-23-68	Acton, MA
Apr 25	McAuliffe, Leo D.	12-12-59	Westford, MA
	Fleckner, Marcia S.	09-29-61	Westford, MA
May 23	McCabe, Dennis F.	12-04-50	Westford, MA
	Carr, Doreen F.	05-01-51	Westford, MA
Nov 21	McCarthy, Kevin Patrick	09-05-63	Westford, MA
	DeVincentis, Wendy Ann	09-06-68	Westford, MA
Aug 29	McCarthy, Kevin S.	06-14-59	Westford, MA
	Burke, Dorothy A.	08-13-65	Westford, MA
Feb 29	McCluskey, David Steven	04-10-62	Groton, MA
	Antos, Angela Marie	10-17-69	Westford, MA
May 24	McCusker, Kevin R.	09-06-61	Nashua, NH
	Reale, Germaine V.	04-24-57	Nashua, NH
Apr 25	McDonald, Thomas R.	03-24-62	Westford, MA
	Degnan, Theresa L.	07-09-64	Westford, MA
May 24	McNeil, Scott J.	05-07-70	Albion, ME
	Morton, Jennifer M.	11-11-71	Westford, MA
Feb 28	Michaud, Michael	11-22-67	Westford, MA
	Dickson, Kristen Louise	10-13-69	Chelmsford, MA
Sep 26	Milot, Mark A.	09-26-66	Westford, MA
	Murphy, Linda J.	02-25-68	Lowell, MA
Jun 26	Mize, Derek Edwin	05-16-74	Westford, MA
	Smith, Melissa Ellyn	05-24-74	Westford, MA
May 07	Moore, Jeffrey W.	12-18-61	Oscoda, MI
	Welby, Kerrie M.	07-27-67	Oscoda, MI
Mar 07	Mulrooney, John A.	05-12-48	Westford, MA
	Cockerline, Donna M.	03-24-49	Westford, MA
Oct 02	Neild, Charles T. II	09-05-60	Litchfield, NH
	Mackin, Pamela J.	05-23-63	Litchfield, NH
Sep 26	Oberman, Howard Wayne	11-29-55	Westford, MA
	Fletcher, Sharon Carol	03-28-62	Westford, MA
Jul 03	Palermo, Vincent	10-14-61	Westford, MA
	Gustafson, Cheryl-Lyn	04-19-59	Westford, MA

MARRIAGES

Recorded by the Town Clerk - 1992

DATE	NAME	DATE OF BIRTH	RESIDENCE
Dec 31	Paquin, Gary R.	12-12-49	Westford, MA
	Dorsey, Gayle J.	04-08-56	Westford, MA
Jun 13	Puffer, Chester A., 3rd	03-09-47	New Ipswich, NH
	Lindahl, Janet Theresa	09-25-58	New Ipswich, NH
Oct 04	Puris, Richard Paul	04-03-50	Westford, MA
	Lee, Diana Nunsuk	12-25-62	Westford, MA
Sep 05	Rapoza, David Ronald	06-28-57	Westford, MA
	Sherman, Karen Ann	11-26-65	Townsend, MA
Oct 04	Rigrod, Pierce A.	01-06-66	Newmarket, NH
	Laskey, Monica Jean	09-25-66	Newmarket, NH
May 03	Rosenholm, Robert S.	01-09-56	Westford, MA
	Amaral, Gail A.	12-05-57	New Bedford, MA
Oct 10	Sallet, Peter G.	11-18-65	Westford, MA
	Ahern, Denise S.	08-23-68	Westford, MA
Jun 13	Shepherd, Todd A.	10-07-66	Westford, MA
	Finlayson, Donna L.	03-14-67	Chelmsford, MA
Mar 07	Shields, Joseph A.	10-16-65	Westford, MA
	Lequin, Jacqueline P.	08-29-68	Westford, MA
May 30	Slack, Carl Kenneth	09-26-61	Westford, MA
	Lacombe, Brenda Lee	10-13-63	Westford, MA
Aug 22	Spencer, William T.	11-07-30	Westford, MA
	Hadley, Mary M.	03-17-31	Westford, MA
Aug 29	Steele, Timothy Richard	06-12-69	Dracut, MA
	Anderson, Debra Lee	09-27-66	Dracut, MA
May 16	Stephens, James M.	10-28-63	Westford, MA
	Drain, Amy	04-24-68	Westford, MA
May 09	Stodolski, Thomas R.	09-22-44	Westford, MA
	Goddard, Deborah Louise	03-20-50	Westford, MA
Oct 10	Stokes, David C., Jr.	12-30-59	Weymouth, MA
	Carroll, Leslee Ann	02-04-65	Westford, MA
Aug 15	Tate, Edward Steven	02-28-58	Westford, MA
	Wade, Kathryn Ann	04-12-65	Westford, MA
Oct 31	Thimes, Christopher John	10-12-66	Carmel, NY
	Sousa, Kimberly Ann	10-12-68	Westford, MA
Nov 13	Thorpe, Blake	08-13-47	Westford, MA
	Brooker, Maxine S.	03-09-47	Westford, MA
May 17	Tilton, Paul A.	05-07-69	Ft. Devens, MA
	Joy, Sheila M.	08-02-67	Westford, MA
Feb 15	Tobey, Kenneth Robert	07-09-63	Nashua, NH
	Pellegrini, Jo-Ann	09-04-63	Nashua, NH
Feb 08	Tremblay, Norman F.	08-23-62	Westford, MA
	Popolizio, Kathy	03-15-61	Westford, MA
May 31	Trubey, Richard	06-14-59	Groton, MA
	Goldberg, Pamela	08-02-54	Groton, MA

MARRIAGES

Recorded by the Town Clerk - 1992

DATE	NAME	DATE OF BIRTH	RESIDENCE
Aug 31	Upperman, Robert W., Jr.	04-07-68	Littleton, MA
	Brule, AnnMarie	10-23-69	Littleton, MA
Nov 06	Valcourt, Alan Robert	09-06-62	Dunstable, MA
	Rodrigue, Michelle E.	11-26-68	Dunstable, MA
Mar 28	Waterhouse, Richard A.	09-06-60	Westford, MA
	Kilroy, Kathleen A.	07-13-58	Westford, MA
Nov 14	Wauford, Raymond J., Jr.	08-15-66	Littleton, MA
	Mack, Margaret L.	11-16-67	Westford, MA
Jul 31	Welsh, David A.	02-01-47	Westford, MA
	Stevens, Norma E.	05-08-40	Westford, MA
May 31	Weza, Thomas M.	07-01-58	Lowell, MA
	Cryan, Kimberley Ann	07-18-71	Westford, MA
May 30	Wice, Robert A.	10-06-64	Watertown, MA
	Hanlon, Donna M.	10-09-62	Westford, MA
May 02	Winn, John E.	08-21-62	Westford, MA
	Lagasse, Darlene T.	03-27-65	Westford, MA
Jul 04	Woodward, Patrick J.	04-19-62	Westford, MA
	Gates, Sharon L.	12-24-70	Westford, MA
Mar 29	Zungali, Scott D.	07-02-69	Johnstown, PA
	Karkota, Christina M.	11-15-68	Westford, MA

Total Marriages - 92

BIRTHS

Recorded by the Town Clerk - 1992

DATE	NAME	PARENTS
Aug 06	Alexandropoulos, Gregory	George & Dorianne (Tsitsianopoulos)
Oct 08	Alto, Christopher J.	Glenn & Patricia (Stanton)
Aug 03	Arntsen, Erik Daniel	Tom D. & Susan R. (Daniels)
Apr 11	Baharozian, Connor J.	Dwayne B. & Christine E. (O'Connor)
Jun 04	Bakken, Benjamin M.	David W. & Mary Ellen (Huber)
Dec 22	Basinas, Christina N.	William N. & Karen (Harrington)
Sep 30	Bayiates, Andrew E.	Edward L. & Kathryn L. (Curry)
May 03	Bearce, Kayla E.	Keith A., Jr. & Sonnia J. (Niemi)
Aug 24	Becker, Taylor J.	Robert D. & Mary Ann H. (Hansen)
May 05	Benway, Elizabeth R.	Charles H., Jr. & Karen (Samia)
Nov 04	Berner, Kathryn B.	Arthur J. & Mary (Hagerty)
Jul 01	Bernstein, Jesse W.	Alan B. & Noreen E. (Brophy)
Apr 09	Betts, David D.	Gary E. & Marsha R. (Hillman)
May 13	Beyrand, Chelsea M.	Raymond & Jana M. (Smith)
Apr 05	Blane, Alexander III	Alexander Jr. & Susan (Kurth)
Nov 07	Bodemann, Christa E.	Charles E. III & Debra A. (Rudolph)
Jan 28	Bomal, Kylee E.	William J. & Darra (Solomon)
Mar 23	Boyle, Alyson E.	Michael E. & Jacqueline (MacMullan)
Apr 09	Bray, Andrea J.	Bruce C. & Mary (Griffin)
Jun 12	Breslin, Katherine M.	William G. & Susan L. (DePiano)
Nov 15	Britko, Stephen D.	Daniel A. & Linda M. (Bacon)
Jul 08	Brown, Dillon G.	Jeffrey M. & Cynthia E. (Gower)
Oct 30	Burk, Rory S.	Bruce G. & Amy C. (Sandstrom)
Jul 21	Burke, Bethany S.	Joseph & Suzanne M. (Grela)
Aug 17	Bush, Katherine M.	Paul W. & Erin M. (Haley)
Jun 18	Caldwell, Tracy C.	Bruce A. & Irina K.B. (Blank)
Dec 07	Camargo, Eva	Jorge & Susan M. (Hagigeorges)
Jul 10	Campbell, Jacqueline N.	Donald R., Jr. & Mary A. (Holmes)
Apr 09	Carlo, Daniel E., Jr.	Daniel E. & Joanne (LaPan)
Sep 09	Cedrone, Caleb	Thomas & Muara B. (Segien)
Dec 14	Cherukupalli, Sri V. E.	Magendra & Padmalalitha (Kankipati)
Mar 09	Chui, Christopher H.	Kwong-Tak A. & Sze-Ming A. Chan
Jun 12	Ciccone, Nicholas J.	Eldridge J., Jr. & Veronica (Wythe)
Feb 13	Claffey, Rachel M.	Mark F. & Jean M. (Tousignant)
Jul 01	Clark, James R.	Aaron J. & Mary Jo (Hesselberth)
Apr 23	Clark, Rebecca J.	Edward J., Jr. & Karen (Crimmings)
Jul 25	Clemens, Sean P.	John B., Jr. & Susan S. (Davarich)
Dec 17	Collier, Alexandra M.	Karl Jr., & Patricia A. (Hammill)
Apr 08	Cooper, Kacey R.	Wallace H.,Jr. & Susan (Linscott)
Oct 23	Cotreau, Kaitlin E.	Mark R. & Priscilla M. (Dunbar)
Jan 30	Courchaine, Dennis., Jr.	Dennis P. & Lisa M. (Millette)
Jun 15	Deschenes, Evan D.	Douglas C. & Donna M. (Gilbride)
Jun 12	Desrochers, Jacob G.	Daniel R. & Michelle D. (Fournier)

BIRTHS

Recorded by the Town Clerk - 1992

DATE	NAME	PARENTS
Apr 01	Destefanis, Liam D.	William D. & Joanna M. (Flynn)
Jul 24	Devereaux, Mark W.	Mark J. & Kelly Ann (Coutu)
Nov 05	DiAngelo, Rachel S.	Richard J. & Susan J. (Walsh)
Jul 18	Dibble, Kerry E.	Doran C. & Jacqueline (Kerr)
Jul 15	DiMaggio, Margel D.	Peter J. & Nancy (Dillon)
Oct 23	Doctor, Danielle A.	Gev S. & Maria A. (DePietro)
Jul 07	Doherty, Jason P.	Michael J. & Patricia J. (LaVie)
Jan 30	Donovan, Morgan P.	Charles T. & Linda K. (Brown)
Jan 31	Dorr, Caitlin C.	Christopher C. & Holly (St. George)
Jun 03	Driest, Kathryn E.	William C. & Elizabeth A. (Witzig)
Nov 06	Dube, Andrew L.	Laurent F. & Kathryn L. (Nielsen)
Oct 20	Eck, Michael B.	Michael J. & Stefany A. (Cooper)
Aug 29	Edson, Jeffrey P.	Paul D. & Melody J. (Morgan)
May 31	Evans, Elaina M.	Stephen C. & Lauren E. (Wells)
Apr 30	Eyring, Sarah K.	Henry J. & Kelly A. (Child)
May 18	Feng, Katherine R.	David J. & Linda A. (Romano)
May 20	Ferreira, Christian J.	Joseph E. & Kerry E. (Reardon)
Dec 16	Finney, Steven Allan	Richard A. & Sharon L. (Ahdab)
Feb 05	Fitzgerald, Alexandra G.	James M. & Christine D.(Kandianis)
Mar 09	Folger, Nicholas T.	Stephen A. & Deborah L. (Baldi)
May 21	Franceschi, Lillian M.	Gary A. & Lauren (Cusolito)
May 21	Franceschi, Meredith A.	Gary A. & Lauren (Cusolito)
Apr 20	Fredrickson, Jeffrey C.	Gerald R. & Pamela E. (Stevens)
Apr 20	Fredrickson, Michael E.	Gerlad R. & Pamela E. (Stevens)
Oct 31	Frost, Darren M.	Mark J. & Tania J. (Smith)
May 12	Frost, Zachary N.	Jack S. & Susan M. (Ingalls)
Oct 07	Fulton, Allison K.	Michael & Janice H. (Abel)
Feb 17	Gabrielson, Kevin J.	George S. & Nancy (Carroll)
Sep 27	Gaiteri, Devon C.	Wayne P. & Valerie (Cavalheri)
May 25	Geary, John F. III	John F.,Jr. & Jodi M. (Rowe)
Aug 24	Gerardi, Stasia M.	Charles & Barbara A. (Kiely)
Apr 02	Glendening, Anna G.	Bruce B. & Cecile G. (Gaskell)
May 07	Goodwin, Adrienne E.	Stephen E. & Margaret (Trimarchi)
Aug 08	Gordon, Kerianne	John B. Jr. & Donna M. (D'Urso)
Mar 02	Gorlin, Michael W.	Peter N. & kathleen A. (Murphy)
Jun 09	Graham, Cassandre M.	Scott R. & Christine (Caci)
Aug 13	Gray, Mathew E. R.	John E. & Jennifer M. (Powell)
Mar 26	Greene, Kaitlin E.	Paul L. & Donna M. (Grenier)
Dec 03	Greer, Katherine L.	Stuart T. & Barbara (Tiedemann)
Jul 16	Harhen, Lorraine A.	Paul K. & Sigrid H. (Vitali)
Feb 28	Haskard, Corinne G.	Daniel C. & Susan (Delnegro)
Aug 13	Hatton, Olivia M.	Eric B. & Elissa M. (Romeo)
May 15	Hayes. Tessera J.	Dennis F. & Brenda E. (Simmers)
Jun 13	Haynes, Ellen E.	Thomas R. & Donna (Peterson)
Dec 21	Henke, Katherine L.	Russell E. & Deborah D. (Butts)
Aug 08	Higgins, Matthew M.	Michael K. & Susan J. (MacKay)

BIRTHS
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DATE	NAME	PARENTS
Nov 19	Holmes, Christopher M.	Michael F. & Donna M. (DiZoglio)
Jun 19	Hunt, Karen E.	Scott A. & Jill M. (Harnum)
Dec 27	Jelley, Alexa Antonia	Michael J. & Althea V. (Basinas)
Dec 01	Jong, Daniel Steven	Steven F. & Brenda M. (McLoughlin)
Mar 23	Jordan, Cameron E.	Edward D. & Angela L. (Snyder)
Jun 21	Joyce, Kelsey E.	Robert E., Jr. & Elaine (Plamondon)
Jun 16	Katkowski, Lindsay A.	Richard H. & Elaine A. (Jurkiewicz)
May 12	Kegel, Gregory M.	Andrew G. & Susan M. (Phillips)
Jul 10	Kelly, John J.	Stephen R. & Carolyn (Yanko)
Mar 13	Kelly, Joseph P.	William M. & Jacqueline (Mathews)
Mar 06	Kelly, Susan E.	James A. & Melonnie J. (Fuller)
Feb 10	Kempkes, Sarah E.	Michael A. & Julie E. (Johnson)
Jan 07	Kolek, Christopher W.	Brian E. & Ann Marie (McGinley)
Apr 21	Kolenko, Nicholas A.	Marc M. & Doris R. (Salazar)
Nov 24	Kosteva, Kathryn Lynn	Glenn P. & Sharon (Beggs)
Jun 29	Labadini, Thomas J.	Robert C. & Nora J. (MacLellan)
Apr 16	Labossiere, Liza C.	Dale M. & Sarah (Cutts)
Nov 13	LaFauci, Nicholas P.,Jr.	Nicholas P. & Patrice M. (Marashio)
Jun 22	Landry, Bradford K.	Marc D. & Virginia A. (Healey)
Feb 26	Langell, Ryan E.	Ronald E.,Jr. & Karen A. (Langlois)
May 10	Lawson, Daniel T.	Thomas H. & Eileen T.H. (Harnett)
Jun 24	Learner, Lauren M.	Michael S. & Deborah F. (Gallagher)
Jan 16	Leo, Robert J.	James J. & Cathy J. (Scearbo)
Nov 01	Lewine, Torri A.	Eric R. & Shari L. (Wyman)
Apr 10	Liu, Eileen B.	Wen-Shang & Lin (Pi-Yen Lin)
Sep 05	Lo, Karina W.	Edmond Y. Lo & Hau Yee (Ng)
Mar 11	Lombard, Jill E.	James J.,Jr. & Lori E. (Riley)
Sep 17	Loth, Shelby D.	Ronald C. H. & Deanna L. (Caron)
Sep 18	Lumbert, Felicia A.	Donald & Cathy S. (Paquette)
Dec 03	MacKay, David C.	Richard E., Jr. & Margaret (Mahoney)
Sep 13	MacKay, Michael J.	James A. & Kerri A. (Morse)
Jun 24	Mahan, Evan R.	Robert J. & Mary T. (Prendergast)
Feb 01	Maillet, Jay J.	Roger A. & Cynthia L. (Rogers)
Mar 05	Mains, Mark V.	Vincent R. & Diane E. (Fiorillo)
Dec 21	Manning John J., Jr.	John J. & Nancie (Long)
Jun 28	March, Matthew P., Jr.	Matthew P. & Lisa (Buono)
May 31	Marchand, Olivia M.	Brian J. & Jody L. (Toney)
Sep 12	Marcotte, Scott D.	Donald R. & Diane H. (Mell)
Jul 03	Marcouillier, Carley B.	Steven R. & Tina M. (Moelk)
May 13	Marinilli, Laura M.	Anthony S. & Louise M. (Zinka)
Jan 09	Marrkand, Megan A.	Paul E. & Margaret A. (Wiegand)
Dec 30	McAuliffe, Alexis A.	Leo D. & Marcia S. (Fleckner)
May 28	McCarron, Brian C.	Edwin P. & Maureen F. (Rich)
Dec 16	McCarthy, Victoria E.	Kevin S. & Dorothy A. (Burke)
Sep 18	McEvoy, Dustin S.	Dennis A. & Kristen K. (Churley)
Jun 04	McGorty, James M.	Robert J. & Catherine A. (Guarino)

BIRTHS
Recorded by the Town Clerk - 1992

DATE	NAME	PARENTS
Nov 05	McGrory, Cameron S.	Malcolm P. & Diane M. (Dickinson)
Jun 22	McKenna, Molly K.	William S., Jr. & Laura R. (Homer)
Nov 06	McKenzie, Mark A.	Kevin B. & Karen M. (Capodilupo)
Feb 10	McLaughlin, Edward J.	Michael R. & Evelyn (Gonzales)
Jan 26	McLaughlin, Shaun J.	Joseph M. & Sabina J. (McClymont)
May 26	McLean, Keegan S.	Kevin W. & Pamela R. (Hughes)
Jun 14	Messina, Michael R.	Vincent J. & Holly A. (Stirling)
Jun 14	Messina, Stephen J.	Vincent J. & Holly A. (Stirling)
Mar 29	Michaud Galinsky, Theodore Claude	& Elizabeth Ellen Michaud
Oct 06	Migoski, Charli J.	Michael R. & Patricia M. (Brett)
Jul 19	Miliefsky, Stevin V.	Gary S. & Linnette M. (Rivera)
May 05	Mitchell, Daniel R.	John R., Jr. & Joan M. (McCarthy)
Jan 28	Motyl, Andrea N.	Joseph W. & Sandra D. (Dolde)
Dec 13	Mulkern, Shannon E.	Matthew T., Jr. & Mary A. (McGowan)
May 15	Mumford, Ryan R.	Kyle J. & Linda A. (Rimbold)
Oct 08	Murphy, George W.	Robert P, Jr. & Joan M. (McElvenny)
Jun 08	Napolitana, Lauren A.	Guy T. & Patricia A. (Rogers)
May 02	Ng, Amanda M.	Ngai S. & Alexandra B. (Tseng)
Nov 20	Norton, Timothy J., Jr.	Timothy J. & Andrea L. (Caruso)
Apr 21	O'Keefe, Micaela M.	Robert R., Jr. & Susan M. (Starkey)
Nov 15	O'Leary, Frances E.	Christopher & Christine (LaChance)
Jun 04	Oliver, Michael R.	Richard W. & Kathryn A. (Schoeer)
Oct 04	O'Malley, Connor T.	Joseph E. & Christie A. (Weed)
Jul 29	O'Neil, Lauren M.	Mark & Andrea (Casazza)
May 27	Oram, Kathleen L.	William M. & Catherine A. (Hansen)
Apr 07	Osgood, Katherine A.	Stephen K. & Karen A. (Lussier)
May 29	Pajari, Daniel J.	Craig K. & Linda M. (Stickney)
Mar 20	Paradiso, Mark V.	Robert M. & Cheryl (Judge)
Aug 29	Parks, Dustin M.	Wilder, Jr. & Virginia (Caulfield)
Jan 25	Pease, Amanda E.	Warren C., Jr. & Ellen P. (Dow)
Feb 19	Peik, Kristen M.	Ronald A. & Leslie A. (Hazelrigg)
Dec 01	Plummer, Timothy J.	Gerald M. & Nancy A. (Pitzer)
Mar 25	Porter, Katelyn E.	Bryan H. & Nancy E. (Bowman)
Dec 31	Powers, Michelle T.	Robert E., Jr. & Gayle M. (Eldridge)
Aug 18	Provonche, Kathryn E.	Robert A. & Carol (Kelly)
Jul 07	Raichek, Jennifer R.	Jonathan M. & Donna M. (Schaefer)
Mar 22	Revelas, Maxwell P.	Peter S. & Amy L. (Rivers)
May 03	Ricard, Erin E.	Francis R. & Deborah A. (Dutton)
Apr 07	Riemer, Natalie M.	O. Richard & Valery (Vozzella)
Apr 12	Rocha, Jaclyn M.	Mark W. & Marie A. (Iodicone)
Apr 07	Roper, Mildred A.	Richard D. & Mary B. (Cyr)
Feb 12	Rorke, Courtney G.	Joseph F. & Deborah A. (Dunn)
Oct 25	Rousseau, Samantha J.	William M. & Kathie J. (Ogonowsky)
Feb 06	Russell, Katherine M.	Gregory S. & Jacqueline (Desharnais)
Mar 12	Sansone, Michael J.	Ronald J. & Mary E. (Ayotte)

BIRTHS

Recorded by the Town Clerk - 1992

DATE	NAME	PARENTS
Aug 02	Saro, Kelsie R.	Steven C. & Christine P. (Albino)
Oct 24	Scheyder, Marie A.	Kenneth E. & Lois J. (Boehlke)
Jun 19	Schmider, Curtis A.	John A. & Kathleen A. (Roche)
Apr 01	Seaburg, Nicole M.	John E. & Lynne K. (Jacobson)
May 06	Segien, Christopher J.	Mark A. & Annette M. (Saulnier)
Feb 09	Sheridan, Emma M.	Charles B., Jr. & Dianne M. (Fama)
Aug 11	Shimer, Julie A. V.	Joseph E III & Aline (Donabedian)
Sep 21	Silton, Shayna E.	Michael M. & Julie L. (Oldham)
Dec 21	Smith, Jocelyn Ann	Curt A. & Justine A. (Maffei)
Jun 25	Snowman, Jason L.	Christopher M. & Judith A. (Brahler)
Apr 23	Socolow, Rachel M.	Roy S. & Mindy (Fener)
May 07	Sollinger-Bell, Jesse R.	Michael W. & Deniella R. (Sollinger)
Sep 24	Spanos, Erika E.	Philip J. & Sharon E. (Olson)
Jun 05	Stafstrom, Kelsey M.	Robert R. & Jayne (Auclair)
Feb 01	Stifler, Colin J.	James M. & Karin (Maloney)
May 27	St. Martin, Alexa C.	William C. & Christine (Caliri)
Jul 11	Sullivan, Brett T.	George R., Jr. & Maureen (Callahan)
Jun 14	Surette, Allan D.	David M. & Judith E. (Holmes)
Mar 31	Tavoularis, Christina S.	John N. & Ann (Donnelly)
Mar 23	Taylor, Casey S.	Richard W. & Sherry (Smith)
Jul 24	Tremblay, Sarah C.	Norman F. & Kathy (Popolizio)
Feb 24	Trio, Cory T.	Stephen A. & Catherine (Donnellan)
Nov 15	Uccello, Kendra J.	John S. & Roberta (Vanalstine)
Jan 02	Uddin, Evie L.	Md. Nakib & Laila Begum
Jun 13	Valentine, Grace E.	Gregory D. & Elizabeth B. (Mogren)
Aug 02	Varney, Allison M.	Scott A. & Kathleen A. (Clark)
Mar 29	Vecchione, Robert T.	Robert & Susan D. (Oldroyd)
Aug 12	Walker, Brittany P.	Reginald T. & Michele J. (Cardullo)
Apr 25	Walsh, Jessica M.	Stephen T. & Paula A. (Burke)
Nov 10	Wauters, Benjamin D.	Keith B. & Ruth (Corcoran)
Jun 08	Weisenbloom, Kevin B.	Michael A. & SuzAnne (Fantasky)
Feb 25	Welch, Daniel J.	Robert A., Jr. & Karen E. (McBreen)
Jul 22	Wells, John L., Jr.	John L., III & Gayle M. (Lariviere)
Sep 25	Wheeler, Jeffrey C.	Mark B. & Margaret L. (Green)
May 27	Whitcomb, Alyssa N.	Henry H., Jr. & Donna E. (Anderson)
Mar 04	Winchester, Emily J.	Kenneth B., Jr. & Debra J. (Bigler)
Sep 08	Withee, Alanna L.	John K. & Claire M. (Tavernier)
Oct 06	Woitowicz, Allan D.	David A. & Jane L. (Miller)
Apr 01	Woodcome, Logan E.	Lawrence A. & Donna L. (Snodgrass)
May 28	Wright, Ashley G.	David P. & Tammy J. (McMaster)
Apr 25	Wright, Katie H.	John H. & Carolyn (Hanson)
Sep 11	Yu, Darren C.	Jian-Min & Beeching (Hu)

Males: 104 Females: 118 Total: 222

DEATHS

Recorded by the Town Clerk - 1992

DATE	NAME	AGE
Jan 09	Adams, Hazel K. - Wid - Leslie H.	93
Nov 30	Adie, Mary Edith - Wid - Clarence R.	84
Nov 30	Aldrich, Floyd B. - Marr - Anna Erickson	83
Nov 25	Andrews, Hazel Sousa Perry - Wid - James J.	89
Feb 19	Arno, Lester Wilbur - Wid - Marie Morrison	90
Sep 22	Bartelt, Erna - Wid - Carl	89
May 07	Beard, Jean - Marr - Wilbur	57
Mar 26	Beaupre, Lynne - Never Married	29
Sep 08	Bossi, Germaine A. - Div - George P.	79
Oct 06	Bradanese, Donna - Never Married	19
Sep 08	Bradley, Sean J. - Never Married	32
Feb 03	Brooks, David John - Never Married	28
Jul 31	Broscombe, Ruth B. - Wid - Thomas E.	78
Oct 12	Burdett, Ruth - Marr - Waldo	75
Dec 07	Camargo, Eva - Never Married	45 min
Jul 09	Carey, John R. - Marr - Gerladine Newman	71
Apr 06	Cassidy, Edward Patrick - Never Married	90
Mar 11	Chaplin, Bryant Reed - Marr - June Hodgens	65
Oct 27	Connell, Leo - Marr - Yvonne Anctil	93
Dec 21	Curran, Melvina - Marr - Edward	84
May 27	Deschamps, Paul F. - Marr - Alice Tenney	86
Apr 19	Deslauriers, Corrine - Never Married	83
Dec 01	Devereaux, Mark W. - Never Married	4 mon
Jun 08	Dobieski, Alexander W. Jr.- Marr - Patricia Colby	52
Jun 20	Doescher, Otto - Div - Emmy Weber	84
Feb 01	Dunn, James A. - Wid - Josephine C. Thompson	93
Feb 25	Ellison, Olga Mary - Wid - Jacob E.	76
Jun 28	Flynn, Walter E. - Wid - Anna Kelley	93
May 23	Fortune, Norman Guy - Marr - Millie Cheswell	97
Apr 10	Fradette, Paul Emile - Marr - Helen Hildreth	62
Jan 10	Gardner, Katlynn Mae - Never Married	2
Nov 04	Goddard, Erin Elizabeth - Never Married	17
Oct 20	Godfroy, Rosaire R. - Marr - Theresa Brule	75
Aug 11	Greenwood, Wilfred - Marr - Margaret MacDonald	87
Jul 20	Groom, Thomas - Marr - Jacqueline L. Jaffarian	76
Dec 02	Haberman, Ralph G., Jr. - Marr - Phyllis Gilson	71
Oct 23	Hablitz, Tyne M. - Wid - Charles N.	89
Jul 18	Hanley, Edward S. - Div - Christine McKenna	58
Apr 24	Haugen, Stephen Mitchell - Marr - Julie Palmeri	38
Jan 26	Haushill, Doris - Wid - Louis	85
Mar 07	Hikel, Edna Y. - Marr - Nolan G.	81
Aug 24	Ingalls, Frances - Marr - Sydney	55
May 25	Ingmanson, Richard Milne - Marr - Sandra MacDonald	59
Sep 30	Jensen, Kenneth H. - Marr - Mary Lou Wilson	65
Dec 14	Johnson, Clifford S. - Marr - Elizabeth Knowles	68

DEATHS

Recorded by the Town Clerk - 1992

DATE	NAME	AGE
Oct 16	Johnson, Dorothy Shirley - Marr - Harry Carl	82
Jun 25	Kenyon, Richard M. - Wid - Mary T. Owens	75
Aug 30	Kimber, Bruce M. - Marr - Lynn A. Gassett	38
May 06	Kinney, Arthur J., Sr.- Marr - Theresa E. Ramsay	69
Dec 05	Lamy, Claude G. - Marr - Mildred Hanlon	61
Jan 31	Langley, Russell G. - Marr - Mary Talancy	62
Nov 02	Leach, Wilfred Foster - Div - Carolyn Farnum	61
Aug 08	Lefebvre, James - Div - Susan Clough	42
Feb 23	Luciw, Michael - Never Married	44
Dec 25	Mack, Dorothy F. - Wid - John J. Mack	73
Nov 17	Magasy, Helen - Wid - Joseph A.	89
Jan 22	Main, Janet L. - Marr - James E.	50
Jul 23	Martin, Charles Henry - Wid - Ellen B. Cahill	81
Apr 15	McGuire, Mark E. - Marr - Laura Carlan	37
Sep 11	Millane, William G. - Wid - Elizabeth Bullard	87
Jul 12	Miller, Karin P. - Marr - Joseph Miller	67
May 23	Milot, Lionel J. - Marr - Gloria Morin	58
Feb 20	Morton, Gertrude E. - Wid - Lloyd Morton	89
Jul 24	Mulrooney, John J. - Wid - Gertrude E. Hall	72
Oct 23	Ouellette, Lori Ann - Marr - Lawrence N.	36
Dec 22	Parker, Royce M. - Marr - Madge Beach	88
Feb 21	Penney, Blanche - Wid - Robert L.	77
Mar 25	Robbins, Betty Jeanne - Wid - Frank H.	70
Dec 13	Rodrigues, Julia - Marr - Manuel	84
Aug 17	Romanowsky, Christina Ann - Never Married	72
Mar 08	Roux, Jeannette - Wid - William J.	84
Oct 28	Schneider, Rosamond - Marr - Arthur J.	73
Apr 08	Smith, Julia F. - Wid - Robert N.	85
Apr 18	Spencer, Louis Hugh - Wid - Margaret Foster	74
Jan 15	Spinner, Robert J. - Marr - Alfreda Hamer	90
Jan 09	Stanton, Olive - Wid - Carl	88
Jan 21	Stepinski, Edward - Marr - Boleslawa Kijanka	83
Feb 12	Sundberg, Rupert - Marr - Ruth Douglas	88
Apr 16	Surprenant, Armand Joseph - Div - Sharen Brennen	48
Dec 30	Tillman, Suzanne - Wid - Carroll	77
Nov 20	Tousignant, Wilfred J. - Wid - Rita Carpentier	71
Jan 06	Weimer, Ruth Mary - Wid - Charles R.	69
Mar 06	Weinstein, Lorraine Karyl - Div - Milton A.	62
Jan 04	Wilkey, Priscilla Belle - Never Married	62
Jun 25	Willey, Carrie - Wid - Leamon	91
Aug 27	Zwicker, Robert - Wid - Eleanor Bourne	77

Male - 46 Female - 40 TOTAL - 86

A GUIDE TO TOWN MEETING IN WESTFORD

Prepared by the *Westford League of Women Voters*

Open Town Meeting

In open town meetings, the registered voters discuss and decide the course of government. Annual Town Meeting is held at the Abbott Middle School the first Saturday after the first Tuesday in May. Subsequent special town meetings are held as necessary throughout the year. Registered voters may speak and vote; non-registered citizens are welcome to observe.

Hearings

Publicized hearings are held by the Finance Committee, School Committee, and other boards to offer voters an opportunity to prepare for Town Meeting discussion.

The Warrant

The warrant for the Annual Town Meeting contains two parts: 1) Election Day information and 2) articles, including the budget, to be considered at the business session. Annual Town Meeting warrants are prepared by the Selectmen and mailed to the voters with recommendations from the Finance Committee in advance of the meeting. Notice of a special town meeting is given by posting a copy of the warrant at the Town Hall and at each post office in Westford at least 7 days before the meeting.

Articles are taken up in the order in which they appear in the warrant. However, in special cases an article may be taken up out of order if a majority vote to do so.

Quorum

No quorum is needed for Annual Town Meeting.

A quorum of 2% of the registered voters is necessary for the transaction of business at a Special town meeting. However, a number less than a quorum may adjourn any such meeting.

Permission to Speak

Any voter wishing to speak may raise a hand to be recognized by the Moderator. Once recognized, voters should then walk to the microphone and give their name and address. They may speak and continue at the microphone as long as they speak directly to the article or question under discussion and maintain acceptable conduct.

Amendments

Not more than two amendments to any motion or article may be pending at one time. According to Westford bylaws, "a motion and amendments to a motion shall be voted on in inverse order; provided that when two amounts of money have been presented for appropriation by motion and amendment thereto, the largest amount shall be voted upon first."

The bylaws further state that "All amendments shall be presented in writing if requested by the Moderator."

Action on the Motions

All articles appearing on the warrant must be acted upon before the meeting can adjourn. Usually articles are passed or rejected with or without amendment after debate, but they may also be withdrawn or placed on the table.

To Withdraw (or Dismiss) a Motion

It is possible that an article's sponsor may move to "withdraw the motion." This motion to withdraw requires a majority vote and is usually made because new or additional information has been obtained after the preparation of the warrant indicating that action upon the motion could be unwise or illegal.

Lay a Motion on the Table

If, after an article has been presented as a motion and seconded, and debate has begun, someone has sufficient reason to postpone the final vote, a motion may be made to "lay it on the table." A simple

majority places the article on the table, as well as allows for taking the article back to the floor for final action at a later time during the same Town Meeting.

Limits on Debate

There is no prescribed limit to debate except common sense. At the Moderator's discretion, a speaker may be asked by the Moderator to stop speaking if he or she is straying from the subject or talking at unnecessary length.

Debate may also be terminated by two-thirds of those voting. A voter raises a hand to be recognized, and says, "I move the previous question." If this motion is seconded and voted by a two-thirds majority, debate ends and the article under discussion is immediately put to a vote.

Voting

Most articles are decided by a simple majority vote unless a larger majority is required by statute or law. Voting may be by voice or by show of hands, and the outcome is determined by the Moderator. The Moderator's decision may be challenged by 7 voters standing to show their disagreement, at which time the tellers take an official count of hands.

A two-thirds majority is required for amendments to zoning bylaws, for taking land by eminent domain, and for bond issues. These votes must be counted by the tellers unless they are unanimous.

Westford bylaws allow secret balloting if requested by any twenty voters attending the meeting.

Reconsideration

An article may be taken up again after it has been accepted or defeated if a majority of the voters approve a motion for reconsideration. If a motion is made at an adjourned session to reconsider an article acted on at the earlier meeting, Westford bylaws require a two-thirds vote on this motion for passage.

In every case, the motion to reconsider must be made by a person who voted on the prevailing side in the original vote.

Who may Address the Meeting

The Moderator may allow guests in the back of the hall, after clearly establishing that they are outside the bounds of the meeting.

No person whose name is not on the list of voters is admitted to the floor of the hall or permitted to address the meeting unless invited to do so by a two-thirds vote of the meeting.

Resolutions

The Meeting may wish to give direction to a board without binding effect, or indicate the desire of the Town in a matter not subject to direct action by Town Meeting. It may also wish to express thanks or offer other courtesies. Such expressions may be made in the form of resolutions.

Parliamentary Question

A voter can interrupt the person speaking with a "parliamentary question" to obtain information from the Moderator on parliamentary rule or what procedures are permissible. The question must be relevant to pending business. No vote is taken.

Point of Order

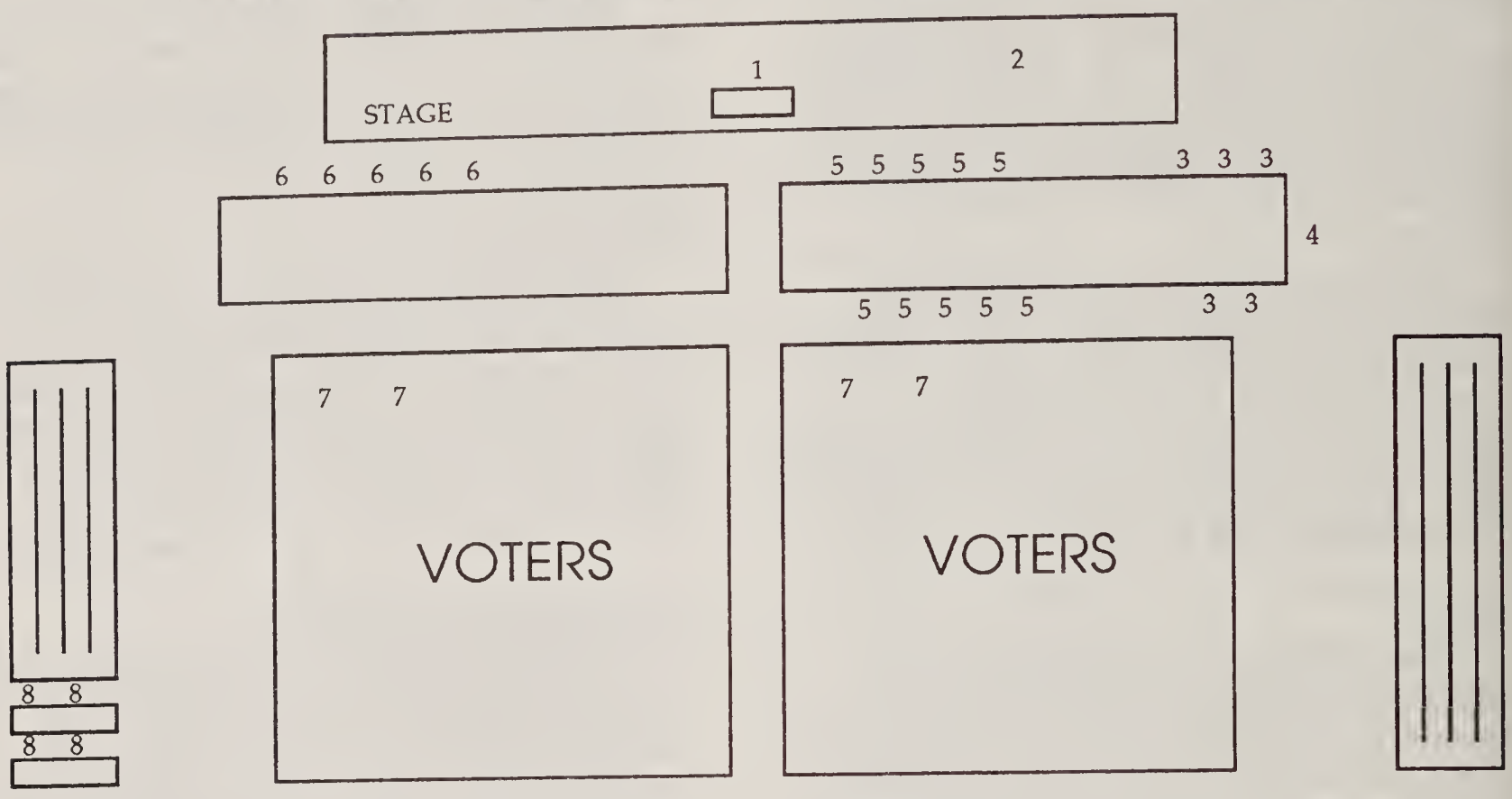
A voter familiar with parliamentary rule may raise a "point of order." This indicates to the Moderator that the voter feels that something is wrong, e.g., an amendment is not germane to the issue or a motion is out of order. The Moderator may either make an independent decision (with no debate) or put the question as a motion which may be debated.

Adjournment

If the hour is late and there are still articles to be acted upon, the Moderator and the Board of Selectmen may confer and ask for a motion to adjourn the meeting to a later time and place in order to complete the warrant.

When all business on the warrant has been acted upon, the Moderator asks for a motion for adjournment, which must be seconded and voted upon.

TOWN OFFICIALS AT TOWN MEETING



1. The **MODERATOR**, elected for a 3 year term, presides at Town Meeting. The proceedings are governed by the rules of practice contained in Robert's Rules of Order (1951 Ed.) except as modified by statute or Town bylaws.

2. The **TOWN CLERK** keeps the offical record of the proceedings at the Meeting and notifies those affected by its action. The Clerk may be accompanied on the stage by an assistant.

3. The **SELECTMEN**, elected for overlapping 3 year terms, prepare the warrant and have responsibility for carrying out the decision of the Town Meeting. The **TOWN MANAGER** sits with them and may speak on the Board's behalf.

4. **TOWN COUNSEL**, appointed by the Selectmen, is present to advise on legal matters.

5. The **FINANCE COMMITTEE**, appointed by the Moderator for overlapping 3 year terms, makes recommendations to the Meetings on all articles relating to the expenditure of money.

6. The **SCHOOL COMMITTEE**, elected for overlapping 3 year terms, presents the School Committee budget and speaks to school related issues. The **SUPERINTENDENT** and **BUSINESS MANAGER** may sit with the Committee to provide them with information requested by the voters.

7. Other Town boards and committees may occupy front tables or the front rows of the meeting if they are actively involved in sponsoring articles or proposals.

8. The **TELLERS**, appointed and paid by the Registrars, sign in the voters and count votes as requested by the Moderator or voted by the Meeting.

CITIZEN ACTIVITY APPLICATION FORM

Good Government Starts With You

If you are interested in service on a Town Committee, please fill out this form and mail to the Town Manager, 55 Main Street, Town Hall, Westford, MA 01886. The filling out of this form in no way assures appointment. All committees vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

Date _____

Name _____ Home Telephone _____

Address _____

Amount of Time Available _____

Interest In What Town Committee/s _____

_____

_____

Present Occupation _____

_____

Education Background _____

_____

TOWN OFFICES HELD

Date Appointed	Town Office	Term Expired

Other Volunteer Positions _____

_____

_____

Remarks _____

_____

_____

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